



GOVERNMENT OF WEST BENGAL  
 DIRECTORATE OF FORESTS  
 OFFICE OF THE DIVISIONAL FOREST OFFICER,  
 RUPNARAYAN DIVISION.  
 Rangamati, Midnapore. PO-Vidyasagar University,  
 Dist – Paschim Medinipur, Pin-721102.  
 E-mail ID :: dforupnarayan@rediffmail.com.



\*\*\*\*\*

**E-TENDER NOTICE NO. WBFOR/DFORUP/ENIT\_06 / JAP OF 2018 -19**  
**OF THE DIVISIONAL FOREST OFFICER, RUPNARAYAN DIVISION,**  
**WORKS FOR CONSTRUCTION OF COMMUNITY HALL.**

\*\*\*\*\*

As per the demand of Local JFMC members, a Community hall for multipurpose usages like general meeting to organization of various development related programmes, is proposed to be constructed under Jungle Mahal Action Plan. Thus, in pursuance to the G.O No-5400-F(Y) dt 25/6/12 and its subsequent amendment No-2254-F dt 24/4/14, the Divisional Forest Officer RUPNARAYAN Division , Rangamati, Midnapore, on behalf of Governor of West Bengal, invites **cluster wise e-tender** from bonafide, resourceful suppliers/contractors for carrying out the following works at various Ranges of Rupnarayan Division as per following location details & estimates in the tables below.

Item of Works	Range	Beat	Location	Estimated Cost (Rs)	EMD (Rs) (2% of the Estimate)	Security Deposit	Remarks
Construction of Community Hall	Goaltore	Goaltore	Balibandh	5,60,000	11,200	<b>10% of the offered Rate</b>	Credential for Construction of building / community hall /multipurpose buildg. are desirable and mandatory.  Required credentials should be atleast 80% for the cluster/s he/she is willing to participate.  Works should be completed within 30 days from the date of issue of work order positively.

**SCHEDULE OF DATES & RELEVANT WEBSITES**

<b>TYPE</b>	<b>DATE</b>
Date of uploading of N.I.T & Other document (Online Publishing Date)	<b>12/06/2018 05.00 PM</b>
Document Download Start date.	<b>12/06/2018 05.00 PM</b>
Bid submission <b>Start date</b> Online	<b>12/06/2018 05.00 PM</b>
Last date for submission of uploaded copies of Tender documents etc. ( <b>Offline</b> )	<b>20/06/2018 up to 5.00 PM</b>
Bid submission <b>Closing date</b> (Online)	<b>21/06/2018 up to 5.00 PM</b>
Bid Opening date for <b>Technical Bid</b> (Online)	<b>23/06/2018</b>
Date of uploading of list of Technically qualified bidders ( <b>Online</b> )	<b>23/06/2018</b>
Date of uploading of final list of technically qualified bidders after disposal of appeal (Online)	<b>To be Notified in due course</b>
Date of Opening of <b>Financial Bids</b> (Online)	<b>To be Notified in due course</b>
Website from where the tender can be seen	<b>1) Website of Directorate of Forest , Government of West Bengal. 2) District Portal, Paschim Medinipur. 3) e- procurement portal, Government of West Bengal.</b>
Relevant Website for Viewing & Participating in e-Tender.	<b><a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a></b>
Tender Fees	<b>Rs. 1,000.00 will be applicable for accepted L1 Bidder only.</b>

**MODEL ESTIMATE**

**MODEL ESTIMATE FOR CONSTRUCTION OF MULTIPURPOSE BUILDING UNDER RUPNARAYAN DIVISION.**

Sl. No	Description of item	M.F.	No.	L (m.)	B (m.)	D (m.)	Quantity (m3)	Unit	Rate (Rs.)	Amount (Rs.)
1	{ P.W.D. / Page No. 1 / Item No. 2(a)} Earth work in excavation of foundation trenches or drains, in all sorts of soil etc. (a) Depth of excavation not exceeding 1,500 mm. main wall verandah wall step		1 1 2	34.000 8.600 1.200	0.750 0.600 0.750	0.600 0.450 0.150	15.300 2.322 0.270	cum.		
							17.892	cum.	120.47	2155.45
2	{ P.W.D. / Page No. 1 / Item No. 3(a)} Earth work in filling in foundation trenches or plinth with good earth etc. (a)Earth obtained from excavation of foundation. 1/5 th of the excavated earth.		1/5 x17.892=3.578 cu.m.				3.578	cu.m.	78.31	280.22
3	{ P.W.D./Page No. 2/ Item No. 4(B)} Filling in foundation or plinth by fine sand. Plinth		1 1	11.500 1.550	5.000 5.000	0.350 0.350	20.125 2.713			
							22.838	cum.	533.06	12173.76
4	{ P.W.D. / Page No. 47 / Item No. 3 } Supplying and laying Polythene Sheet (150gm / sq.m.) over damp proof course or below flooring or roof terracing or in foundation or in foundation trenches.		1 1 2 1 1	34.000 8.600 1.200 11.500 1.550	0.750 0.600 0.750 5.000 5.000		25.500 5.160 1.800 57.500 7.750			
							97.710	sqm.	25.00	2442.75
5	{ P.W.D./Page No. 34/ Item No. 22(A)(a)} Cement Concrete with graded stone ballast 40 mm size(Excluding shuttering ) etc. (A)Pakur variety (a) 1:3:6 proportion		1 1	34.000 8.600	0.750 0.600	0.150 0.100	3.825 0.516	cu.m.		

6	<b>{ P. W. D./ Page No. 26 / Item No. 10(i)}</b> Ordinary Cement Concrete (mix 1:1.5:3) with graded stone chips (20 mm. Noninal size) excluding shuttering and reinforcement, if any, in ground floor as per relevent IS codes. i) Pakur Variety	1	11.500	5.000	0.100	5.750	cu.m.	5757.00	63332.76					
		1	1.550	5.000	0.100	0.775								
		2	1.200	0.750	0.075	0.135								
					11.001									
6	Lintel	1	34.000	0.250	0.150	1.275	cum.	6847.61	12668.08					
		1	8.600	0.250	0.150	0.323								
		Chajja	5	1.500	0.450	0.075				0.253				
						1.850								
7	<b>{ P.W.D./Page No. 42/ Item No. 36(a)}</b> Hire and labour charges for shuttering with centreing etc. (a) 25 mm to 30 mm shuttering without staging in foundation	2	1.050		0.250	0.525	sqm.	343.00	7506.98					
		4	1.200		0.250	1.200								
		2	1.550		0.250	0.775								
		1	4.375		0.250	1.094								
		1x2	34.000		0.150	10.200								
		1x2	8.600		0.150	2.580								
		7	1.500		0.525	5.513								
					21.886									
		8	<b>{ P.W.D. / Page No. 15 / Item No. 40(a)(I)}</b> Reinforcement for reinforced concrete work in all sorts of structures etc. I. SAIL/ TATA/RINL . @ 0.80 % of volume of reinforced concrete	-								M.T.	68359.00	7929.64
				1.851x 0.80/100 x 7850 kg = 116.18 kg										
9	<b>{ P.W.D./Page No. 15/ Item No. 8(a)}</b> Brick work with 1st class bricks in cement mortar (1: 6) (a) In foundation and plinth	1	34.000	0.625	0.150	3.188	cum.							
		1	34.000	0.500	0.150	2.550								
		1	34.000	0.375	0.150	1.913								
		1	34.000	0.250	0.450	3.825								
		1	8.600	0.375	0.150	0.484								

10	<b>{ P.W.D./Page No. 15/ Item No. 8(b)}</b> Brick work with 1st class bricks in cement mortar (1: 6) (b) In Super Structure	1	8.600	0.250	0.675	1.451	cum.	5503.00	80784.04
		2	1.200	0.500	0.150	1.180			
		2	1.200	0.250	0.150	0.090			
						14.680			
		1	34.000	0.250	2.750	23.375	cum.		
		3	0.375	0.250	2.100	0.591			
		1	8.600	0.250	0.650	1.398			
		3x1/2	5.500	0.250	1.000	2.062			
		2x2	3.000	0.250	0.250	0.750			
	Less (-)	2	1.050	0.250	2.100	1.102			
		4	1.200	0.250	1.200	1.440			
						25.632	cu.m.	5728.00	146820.10
11	<b>{ P.W.D./Page No. 189 / Item No. 1(i)(c)}</b> 15 mm thick cement sand plaster to wall(6:1) etc. Inside -	1x2(11.500+5.00)x2.90				95.700	sqm.		
		1	5.500		2.900	15.950			
		1	5.500		0.800	4.400			
		4x1/2	5.000		1.000	10.000			
	Outside	1x2(13.800+5.50)x3.350				129.310			
		1x2x1/2	5.500		1.000	5.500			
		2x2	3.000		0.750	9.000			
						269.860	sqm.	144.00	38859.84
12	<b>{ P.W.D./Page No. 48 / Item No. 6(iii)}</b> 35 mm thick artificial stone floor ,dado,staircase with cement concrete (1:2:4) etc.	1	11.500	5.000		57.500	sqm		
		1	5.500	1.800		9.900			
		2x3	1.200	0.250		1.800			
						69.200	sqm.	369.00	25534.80
13	<b>{ P.W.D./Page No. 192 / Item No. 15}</b> Neat cement punning about 1.5 mm thick in wall etc.	1x2(11.500+5.00)x0.300				9.900			
		1	5.500		0.300	1.650			
		3x2(0.375+0.250)x0.300				1.125			
		1x2(13.800+5.500)x0.450				17.370			
						30.045	sqm.	38.00	1141.71

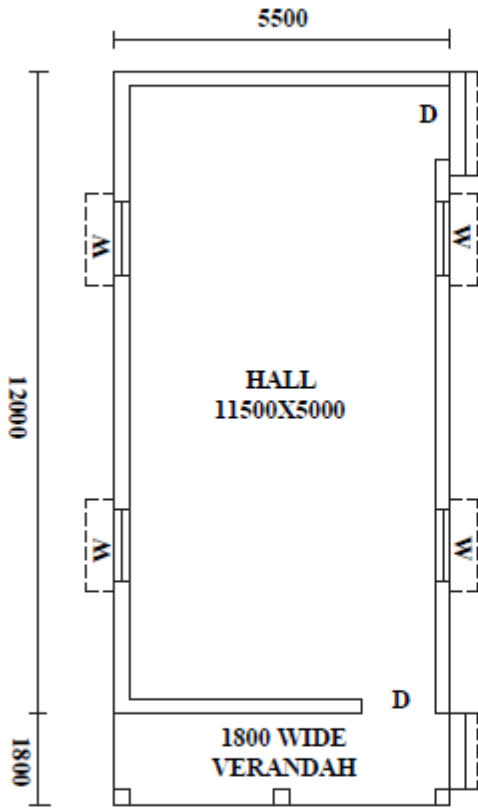
14	{ P.W.D./Page No. 114 / Item No. 1(h)} Wood work in door and window frame fitted and fixed complete etc. (h) Neem, Jam, Jackfruits Door (D) window		2 4	5.250 4.800	0.100 0.100	0.075 0.075	0.078 0.144 0.222	cu.m. cu.m.	59914.00	13300.91
15	{P.W.D./Page No. 117 / Item No. 1(iii)(b)} Panel shutter of door and window as per design. (iii) 35 mm thick shutters with 19 mm thick panel. (b)Sisu,Gamar,Champ,Bhola,Badam etc. Door (D) window		2 4	1.075 1.075		2.000 1.075	4.300 4.623 8.923	sqm. sqm.	1727.00	15409.16
16	{P.W.D./Page No.104 / Item No. 13(a)(ii)} M.S. or W.I. ornamental grill of approved design etc. (ii) Grill weighing above 16 kg/sq.m. and above. Window		4	1.050		1.050	4.410 4.410	sqm sqm		
		4.410 sqm x @ 20 kg / sq.m. = 88.2 kg.					0.882	Qntl.	8857.00	7811.87
17	{P.W.D./Page No.82 / Item No. 14 (a)} Supplying , fitting & fixing Zn-Al alloy (55% Al & 45% Zn) coating of 150 grams per sq. metre (followed by colour coated on both side) steel sheet work having minimum yield strength of 550 Mpa of trapizoidal profile of approved make (excluding the supporting frame work) fitted and fixed with 55 mm & 25 mm self tapping screw etc. (a) In Roof		1x2	13.800	3.300		91.080	sqm	549.00	50002.92
18	{P.W.D./Page No.84 / Item No. 18 (a)} Aluminium sheet ridging fitted with self tapping screws, EPDM washers etc complete.(Minimum 225mm end lapping).(A) 300 mm lapping each way (a) With 0.71 mm sheet		1	13.800			13.800	RM	314.00	4333.20
19	{P.W.D./Page No. 100 / Item No. 2 (i)}									

20	M.S. structural works in roof trusses with tubular sections conforming to IS: 806-1957 & IS: 1161- 1958 etc. 32 mm dia M.S. Pipe.										
	25 mm dia M.S. Pipe.										
	40 mm dia M.S. Pipe.										
	6 mm thick M.S. Plate.										
	<b>{P.W.D./Page No. 194 / Item No. 1(c)}</b> White washing including cleaning and smoothening surface thoroughly. (c) Three or more Coats. Quantity same as inside plaster										
	21	<b>{P.W.D./Page No. 196 / Item No. 8(a)}</b> Applying exterior grade Acrylic primer of approved quality and brand on plastered or concrete surface old or new surface etc.  ( a ) One Coat Quantity same as 15 mm thick plaster									
22	<b>{P.W.D./Page No. 200 / Item No. 2(A)(iv)}</b> Painting with best quality synthetic enamel paint of approved make and brand etc.  (a) On Timber or Plastered Surface. (iv) Two Coats (With any shade except white) Door (D) Window (W)	2.60	2	1.200		2.100	13.104				
		2.60	4	1.200		1.200	14.976				
							28.080	sqm.	89.00	2499.12	

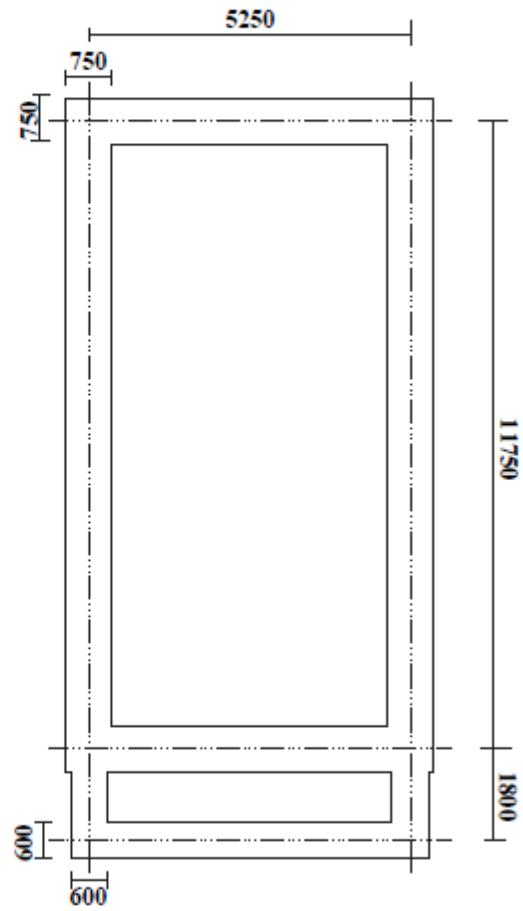
23	{P.W.D./Page No. 201 / Item No. 2(A)(b)(iv)} (b) On Steel or other metal Surface. (iv) Two Coats (With any shade except white) Grill 40 mm dia pipe 32 mm dia pipe 25 mm dia pipe	1.00 1.00 1.00 1.00	4 8 1 1	1.050 13.800 38.700 19.500	1.050 0.125 0.100 0.080	4.410 13.800 3.870 1.560	23.640	sqm.	86.00	2033.04
24	{P.W.D./Page No. 47 / Item No. 2} 25 mm. thick damp proof with cement concrete (1:1.5:3) (with graded stone aggregate 10 mm. normal size) and painting the top surface with a coat of bitumen etc.  Less (-)		1 2	34.000 1.200	0.250 0.250	8.500 0.600	7.900	sqm.	307.00	2425.30
<b>TOTAL (Rs.)</b>										<b>555807.71</b>
<b>Add Contingency not exceeding 3 %</b>										<b>4192.29</b>
<b>Grand Total</b>										<b>560000.00</b>
<b>(Rupees Five Lakh Sixty Thousand Only )</b>										



# PLAN FOR PROPOSED CONSTRUCTION OF COMMUNITY HALL UNDER RUPNARAYAN DIVISION

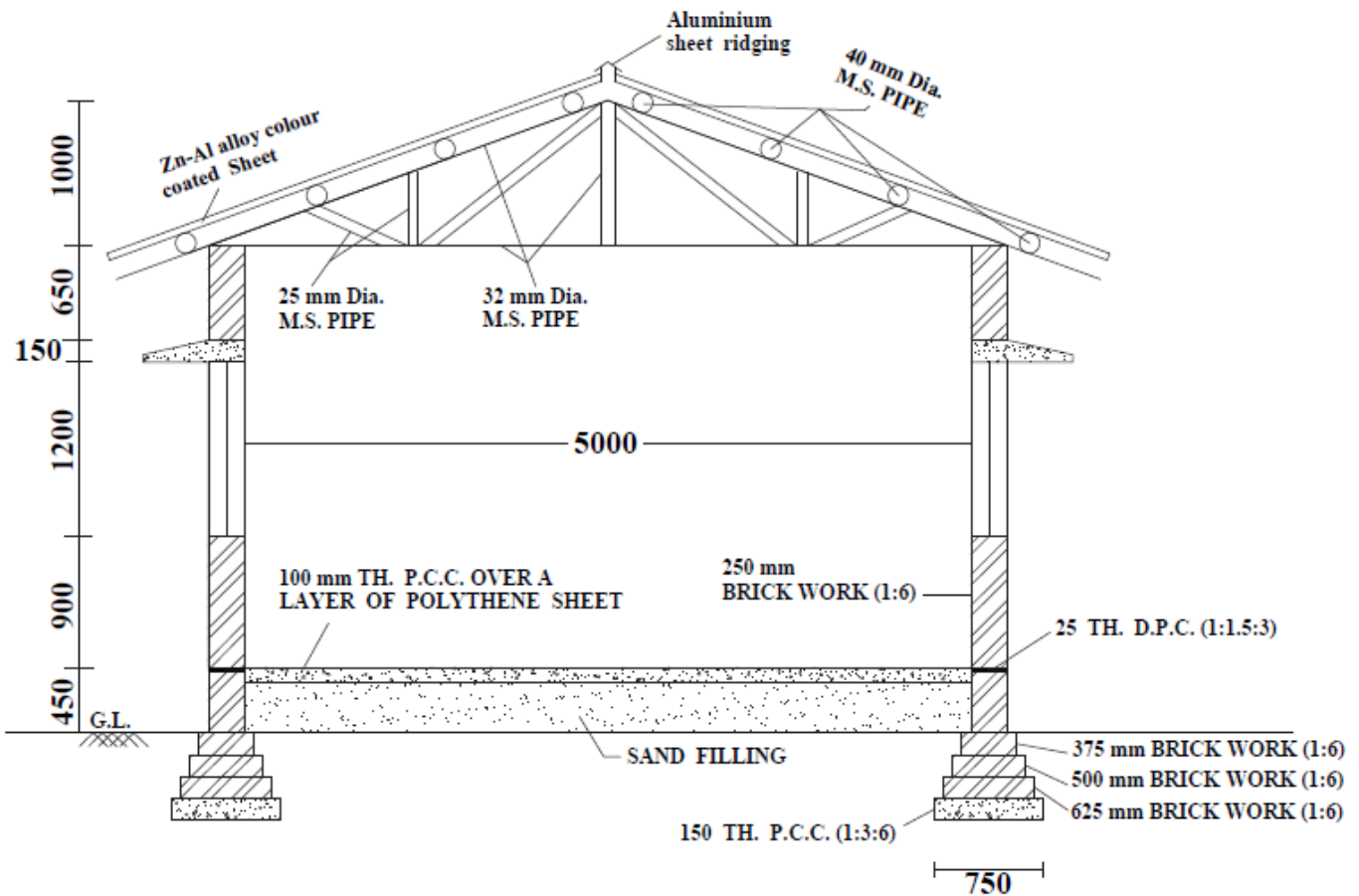


PLAN



LAYOUT PLAN

<u>SCHEDULE OF DOORS AND WINDOW</u>			
MARK	SIZE OF OPENING	FRAME SIZE	DESCRIPTION
D	1200x2100	100x75	Wooden
W	1200x1200	100x75	Wooden



**CROSS SECTIONAL ELEVATION**

**ANALYSIS OF THE ESTIMATE**

1. The estimate is based on PWD Schedule effected from 1<sup>st</sup> July 2014. Thus the estimate is inclusive of all taxes and statutory deductions in vogue. The intending bidders are required to quote their rate accordingly. No change in plan is allowed on behalf of the successful contractors. However, it shall be discretionary power of the undersigned to modify the plan and estimate to the tune of 15% of the original cost without any additional remuneration to the successful bidder.
2. The estimate is indicative in nature. Thus, it might be so that some of the items mentioned in the estimates do not require to be implemented in the field and some of the items needs to implemented more than once, repeated or enhanced as per field requirements. Thus the Intending bidders need to quote rate accordingly and will have to follow the instructions of Forest Officials only.
3. The BOQ for each cluster will be for the total amount for each cluster. Before quoting the rate/s the intending bidders shall have to consider both abstract and detail estimates to be provided along with this NIT. The rate quoted below shall be calibrated item wise in case of necessity. Thus it specifies and justifies the criteria mentioned in the clause 2 above. In case of any clarification regarding the estimate one may communicate in the official mail [dforupnarayan@rediffmail.com](mailto:dforupnarayan@rediffmail.com) or communicate directly with this office within specified date and time provided for the e-Tender.
4. Payment shall be made to the successful bidders only for those items which he/she has carried out at field on pro rata basis as per the rate offered by the L1 & as per the instructions of the concerned Range Officers or his

authorised persons or his superior authority. Each item of the estimates has a definite time line, beyond which the item can't be implemented in the field. Thus any item which is not possible to be implemented in the field within due time, can only be implemented after having due permission in this regard from the appropriate authority. Successful bidders are required to prepare bill for making payment accordingly.

5. Acceptance of the rate Quoted below 15% shall be subject to rate analysis.
6. From the above analysis, it follows logically that R.A bills shall be admissible in this regard.

### **GENERAL TERMS AND CONDITIONS**

**1. In some case, the location may also vary/changed depending on the field situation. Payment shall be made on pro rata basis based on the rate offered by the successful bidder, in that case.**

**2. Pattern of Tender- Invitation of tenders is indicative in nature. It is being floated in anticipation of administrative approval and subsequent financial sanction. In case of non availability of such approval the tender shall be cancelled outright without assigning any further causes. Cost of the tender papers, if any, is non refundable in nature. No prayer, in case of such cancellation, shall be entertained under any circumstances. In case of the requisite approval from appropriate authorities also, work order to the successful bidders shall only be issued when fund will be placed and which shall be free from any other encumbrances.**

**3. Procurement of tender paper-** The tender paper shall have to be procured from e procurement portal, Govt of West Bengal. The intending bidders may also visit the official website of Forest Directorate for information.

**4. Tender should be submitted by name in favour of Sri Arnab Sengupta, WBFS, Divisional Forest Officer, Rupnarayan Division** and not by official designation only. The tender shall be made in two bid system viz- technical bid and financial bid. Following folders are required to be uploaded with a single folder superscripting technical bid

- a. Company information folder- related all information including audit report etc
- b. Financial Credential folder- All experiences related to similar nature of job. Only work completion reports with an abstract mentioned in the annexure-II
- c. Folder related to company hierarchy and technical person

The technical bids must not contain any pricing information under any circumstances. In such case the tender shall be liable to be cancelled.

**5. Submission of Tender- In general, the tenders are allowed to participate in any/all clusters as per choice of the intending bidder/s. The technical bids thus submitted by the intending bidders shall be scrutinized by the tender committee constituted for the purpose, based on 2 grounds- a. The experience of the intending bidders & b. The financial credential submitted for the purpose.**

**6. Technical Bid-** Technical Bid Should be submitted in separate folder other than financial bid. Clearly superscribing the tender no and specific cluster in which the intending bidders are willing to participate. Work of similar nature implemented in a particular financial year (not more than three years old) shall only be considered to be eligible for technical bid. Other documents such as VAT/GST, P TAX, License/Registration as applicable, additional information if any, shall also be submitted in the folder. The other credential like company details, machinery, technical persons, other technical knowhow, as applicable, shall be required to be submitted. The Technical bid must not contain any pricing information. The address and Contact No. of the bidder should be clearly written on the envelope.

**7. Financial Bid-** 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 should also be submitted in a separate cover super-scribed as **Financial Bid & “Tender Notice No. and cluster no.** The bid should mention in both number & words. and words “should be written in bold letters.
- iii) Address and contact No. of the Bidder should clearly written on the cover.
- iv) Financial Bid format is given in Form IIA.
- v) The Bank details of the renderers must be mentioned in the Form IIA for making payments on line. This is obligatory.
- vi) Financial bid must be inclusive of all taxes.
- vii) Amount quoted more than the estimated cost will not be accepted in general, subject to the discretionary power of the undersigned based on the recommendation of the tender committee constituted for the purpose.
- viii) **In general the rate offered below the estimated rate shall be accepted. Rate offered above the estimated rate shall be dealt with as per the provision of G.O NO-925-F(Y) dt 14/02/17 and such other financial rules/G.O s for the time being in vogue.**

**8. Eligibility Criteria-** It consists of two parts- A. Experience of implementing similar nature of job & B. The requisite assessment of financial potential of the bidders.

- A. Experience of implementing similar nature of job – The intending bidders must be having experience in implementing the same nature of jobs ie, the intending bidders must have experience of **construction works of community hall / building / multipurpose building. Thus both the credentials will be judged by the tender committee.**
- B. The requisite assessment of financial potential of the bidders-The intending bidders must be having at **least 80% of the estimated cost as financial credentials for a single contract, to be calculated for particular financial year which one is maximum (Not more than 3 years’ old) against any particular cluster/s in which he/she is willing to participate.** Requisite documents such as PAN, VAT/ GST, License etc as applicable as per existing rules, must be submitted in the technical bids.
- C. Possession of Machinery for construction works shall be given due weightage. The time of completion of the works to be considered as technical as well as financial credential credential is also very important. Inordinate delay in completion of such work shall be viewed very seriously. The tender committee shall have the discretuionary power subject to overriding power of the undersigned to consider or not to consider any intending bidder/s if inordinate delay in implementing the worsk is found on examination of submitted credential/s.After assessment of the eligibility criteria a weightage will be provided against each technical bid in 1 to 10 points scale. Those who will score at least 7 points shall only be eligible to qualify the financial bid.

**9. Time to Complete the works-** Delay in completion of each item of works as mentioned in the estimate and as directed by the concerned Range Officer or his authorized person or any superior officer in the rank above Range officer, might attract the penalty to the tune of 10% of the estimated cost to the contractors, subject to the discretionary authority of the undersigned depending on the field situation and other requisite factors required to be considered in this regard.

**10. Submission of EMD and Security-** EMDs are required to be submitted as per guidelines mentioned in the G.O No-3975-F(Y) dt 29/07/16 and subsequent G.O No-2365-F(Y) dt 12/04/18 through ICICI Bank payment gateway either by using internet banking or by NEFT/RTGS. The procedure is mentioned below-

- a. **Payment by NET BANKING** ( Any linked bank) through ICICI Bank payment Gateway
  - ✓ On selection of net banking as payment mode, the bidder will be directed to ICICI Bank payment gateway web page 9(along with a string containing unique ID) where he will select the bank through which he wants to do the transaction
  - ✓ Bidders will make the payment after entering his unique ID and password of the bank to process the transaction.
  - ✓ Bidder will receive a confirmation message regarding success/failure of the transaction

- ✓ If the transaction is successful, the amount paid by the bidder will be credited in the respective pooling account of State Government/PSU/Autonomous body/Local body/PRI etc maintained with the Focal Point Branch of ICICI at R.N Mukherjee Road, Kolkata for collection of EMD/Tender Fee
- ✓ If transaction is a failure, then bidder will go back to step one and try again.

**b. Payment through NEFT/RTGS**

- ✓ On selection of RTGS/NEFT as payment mode, the e- procurement Portal will show a pre-Filled challan having the details to process RTGS/NEFT transaction
- ✓ The bidder will print the challan and use pre filled information to make RTGS/NEFT payment using his bank account
- ✓ Once the payment is made, the bidder will come back to e- Procurement portal after expiry of reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
- ✓ If verification is successful, the fund will get credited to the respective pooling account of State Government/PSU/Autonomous body/Local body/PRI etc maintained with the Focal Point Branch of ICICI at R.N Mukherjee Road, Kolkata for collection of EMD/Tender Fee
- ✓ In case of unsuccessful process the amount will be refunded to bidder's account

Security deposit shall be given by Accepted L1 Only. The Security shall be required to be given in TR-7/GRIPS Challan as the case may be. Security may also be adjusted through **RA Bills** also; subject to the discretionary power of the undersigned and rules/G.Os regarding the matter in vogue. Security may also be adjusted with **EMD** and **RA bills** also, subject to subject to the discretionary power of the undersigned and rules/G.Os regarding the matter in vogue. The Head of account for depositing the EMD with Operator's Code is **8443-00-109-003-07** ( EMD) ( Operator's Code-**109**) and that of Security deposit with Operator's Code is **8443-00-109-003-07** ( Security Deposit) ( Operator's Code-**109**). The adjustment through refund shall be made through the head of Account **00-8443-00-109-003-0-23-00** after maintaining due formalities in this regard.

- 11. Dispute Resolution-** In case of any dispute, the decision taken by the Divisional Forest Officer, Rupnarayan Division shall be final. Appeal, if any, shall be required to prefer to **Chief Conservator of Forests, Western Circle, West Bengal within 30 days from date of awarding of decision by the Divisional Forest Officer, Rupnarayan Division.** The decision taken by the Chief Conservator of Forests, Western Circle, West Bengal shall be final and binding on all concerned.
- 12. Contingency and Less Amount-** The successful bidders shall have no claim over contingency. Similarly, if the rate offered by the successful bidder/s is less than the estimated amount put to NIT, shall also not have any claim over it. It shall be dealt with as existing financial rules and government order or as per direction of the authority having the financial power to sanction the difference amount.
- 13. Mode of implementation of the works-** Works, should be started by the successful bidders preferably within 7 (Seven) days from the date of issue of work order. But in no case the time to start the work shall be beyond 15 days from the date of issue of work order. Further delay might attract penalty tune the tune of 5 % in addition to the normal penalty imposed in case of delay in completion of the works. Successful bidder/s must either personally look into daily to daily work or must deploy an authorized person on his/her behalf. The Name, Phone No, Address must be informed to the concerned Range Officer. Instruction, as may be required, shall be passed on by the appropriate authority from this end to the contractor or his/her authorized person. A site inspection register shall require to be maintained by the successful contractor/s concerned. The requisite instruction/guidelines/advisory shall also be put to the register in writing apart from instruction through telephone/e-mail /whatsapp or otherwise. All such instruction/guidelines/advisory, shall be considered as a part of valid documents in case of dispute resolution and resolution of conflict, if any , by the appropriate authority. In no case the stipulated time for completion of a particular piece of work shall be allowed to defer, until or unless it is extremely necessary to do so. The reason of such deferred implementation should be Natural Calamity, Act of God or safeguarding Government Money and Property.
- 14. Mode of payment-** On completion of entire work/Part of work Fianl Bill or RA Bills may be raised by the contractor. On certifying the quality and volume of the works as per plan and estimates by concerned Range Officer and after duly checked by ADFO, Rupnarayan Division the bill for pending payments shall be processed. **All kinds of statutory deductions for the time being in vogue shall be made from the Final Bill/RA Bills as**

**the case may be.** In no case, payment more the accepted offered rate shall be paid to the contractor concerned. However, if any additional works is implemented by the contractor concerned, after taking due approval in this regard from appropriate authority, the same can be paid to the contractor concerned based on the **estimated cost and based on the accepted offered rate on pro rata basis.** Such consideration shall be the discretionary power of the undersigned and shall be subject to implementation of the work to the **tune of more than 15 % of additional works.** In case of some items that do not require to be implemented in the field, no payments shall be made against those items. Final Bill/RA Bills shall required to be prepared accordingly. Further, undersigned shall have the discretionary authority to increase the quantum of work to the tune of **up to 15% for which no additional payment shall be made to the contractor concerned. On completion of works, after maintaining due formalities , bills shall be paid as soon as possible , preferably with 30 days from the completion of all procedures in this regard.**

### **OTHER TERMS AND CONDITIONS**

1. **An affidavit of 1 st Class Magistrate/Notary, duly signed by the intending bidders, declaring the following points shall be required to be submitted by the intending bidders along with the technical bid. If the affidavit is not submitted along with the technical bids, the tender submitted by the intending bidders shall be liable to be cancelled. However it shall be mandatory for the successful bidders to submit an affidavit of 1<sup>st</sup> class magistrate before signing of agreement and within 7 days from the date of issuance of offer/direction letter of submission of security deposit, if he/she has not submitted affidavit of 1<sup>st</sup> Class Magistrate during the time of participation in the NIT.**
  - a. **I have read and understood the meaning of the clauses mentioned in the tender notice no- in letter and spirit and I am participating in the NIT accordingly**
  - b. **The documents submitted and information provided by me are true to the best of my knowledge and beliefs.**
  - c. **I shall abide by all the terms and conditions mentioned in the tender notice and such other terms and conditions issued by the tender inviting authority/ other appropriate authority time to time for smooth implementation of the works.**
  - d. **In case of any dispute, I vouch that, the decision taken by Divisional Forest Officer, Rupnarayan Division shall be final and on appeal, the decision taken by the Chief Conservator of Forests, Western Circle, shall be final & binding upon me.**
2. Validity of the tender will be 6 ( six ) months from the date of submission of the tender or up to the end of financial year, as may be decided by the appropriate authority.
3. The undersigned reserves the right to place order for work for supply up to 20% more or 20% less of the quantity mentioned in the schedule of the tender.
4. The undersigned reserves the right to cancel the tender, if necessary, without assigning any reason whatsoever.
5. 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.
6. The undersigned reserves the right to accept the tender only after verifying / testing the sample up to the satisfaction.
7. 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.
8. It shall be the discretionary power of the undersigned for accepting any prayer for part payment or not. In general no part payment prayer shall be entertained.
9. 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.

10. The work order will be issued to the successful contractor only after placement of fund by the Government.
11. 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 Divisional Forest Officer, Rupnarayan Division for extension of time for that period. The Division Forest Officer, Rupnarayan Division 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.
12. Materials will have to be procured by the tenderers by themselves following the standard and specification of PWD/PHE Schedules of the district, or as per the specification as decided by the Range Officer concerned or his higher officer, 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.
13. 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.
14. 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.
15. Royalty for any material, if obtained from Forest area, will have to paid by the contractor. Even if the material is procured from other Govt. Deptt's resources, 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.
16. 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.
17. Statutory Deduction : Income Tax, VAT, Labour Welfare Cess as applicable shall be deducted from the Gross amount of Bill.
18. In addition to above, before payment the following documents are required to be produced, if applicable,
  - a) Xerox copy of Labour license as per provision of "West Bengal Contract Labour (R&A) Act 1970" for execution of the scheme (original to be shown for verification).
  - b) Xerox copy of DCR ( with RA Bill/Final Bill –in original to be shown for verification ) as a documentary evidence for payment of Royalty &CESS in Minor minerals or original Challan(s) carrying order (s) mentioning the name of Agency, Tender Notice No. & date received from Govt. Approved Lessee/ Permit holder.
19. The successful tenderer will not assign any part of the work to any other contractor.
20. 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.
21. Rate offered in the estimate is the final and tenderer will not have any further claim.
22. 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.

23. 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.
24. All the terms and conditions of this "Tender Notice inviting tender" is part and parcel of the contract form.
25. In case of any dispute in execution of the work or supply, an application may be made to the Divisional Forest Officer, Rupnarayan Division and the decision of the undersigned is final and binding.
26. Requisite license must be obtained for Labour Department after issuance of work order. No payment shall be made without production of the license.
27. **Forest Department, or Rupnarayan Division, or any staffs of the Division, shall in no way be held responsible under any circumstances for any accident or death of the labourer/ driver etc, engaged by the contractor, happened in the field during the time of implementation of the works.**
28. Range officer or his authorized person/s shall have the discretionary power to deploy suitable labourers, preferably from among the FPCs concerned.
29. In case of implementation of the works at field the decision of the Range Officer or his authorized persons or any of his superior officers shall be final and binding on the successful bidders implementing the works at field.
30. Payment shall only be made to the successful contractor(s) after the Range Officer concerned certifies so ensuring the quality of the work and implementation of the works as per estimate and plan subject to overriding power of the undersigned in this regard.
31. The mode of payment for successful completion of the works should be made by NEFT/RTGS/Cheque.
32. Please follow annexure carefully during submission of tender

DIVISIONAL FOREST OFFICER  
RUPNARAYAN, DIVISION  
RANGAMATI, MIDNAPORE.



**ANNEXURE – I**  
**PRAYER FOR PARTICIPATION IN THE TENDER**

Name of Tenderer ::

Address ::

Tender Notice No. ::

Cluster No. ::

Financial Credential for similar nature of job ( as mentioned in the tender notice)

Bank details (A/c No., IFS Code & MICR code (optional)

Declaration : I / we do hereby declared the statement made by me is true the best of my knowledge in belief. If allow I/We shall abide by all the terms and conditions mentioned in the tender notice and the direction of the authority. I /We read the tender document carefully and understood it in letter inspirit.

Signature of Bidder with date .....

**TECHNICAL BID FORMAT**

Form IA-General Information about the Organization

SI No	Particulars	Details to be furnished
-------	-------------	-------------------------

Details of the Bidder (Organization )

1	Name	
2	Address	
3	Telephone/Mobile No.	
4	Email	
5	Fax	
6	Website	

Details of Authorized Person

7	Name	
8	Address	
9	Telephone/Mobile No.	
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	VAT Registration Number(Enclosed latest VAT 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 with date

**(Annexure-II)**

Form I-B "Summary of Similar Projects Implemented " ( Year wise)

Sl No	Name of the Customer	Project Name	Brief narration of the type of work implemented	Start Date	End Date	Contact Value (only net checked amount issued by authority	Financial year of the completion of the work	Supporting documents against the completion report ( Yes/No)	Whether Successfully completed	Address &Phone no. of the work completion issuing authority.

Signature of the Tenderer with date

(Annexure-III)

**FINANCIAL BID FORMAT**

Form II-A

Fixed Price	Applicable Taxes (Rs.)	Total (1)+(2) (Rs.)
(1)	(2)	(3)

Declaring that the item against which there are fixed Govt. rate such as minimum wage rate etc. shall be obeyed in letter in spirit

Signature of the Tenderer with date

No. \_\_\_ 838 \_\_\_ / 2 – E Tender

Dated, Midnapore the \_\_\_ 11 / 06 / 2018 \_\_\_

Copy forwarded for wide circulation & information to:-

1. The Sabhadhipati, Paschim Medinipur Zilla Parishad.
2. The Principal Chief Conservator of Forests (HoFF), West Bengal
3. The Chief Conservator of Forests, Western Circle, West Bengal.
4. The District Magistrate, Paschim Medinipur.
5. The Superintendent of Police, Paschim Medinipur.
6. The D.I.C.O. , Paschim Medinipur.
7. The Sub-Divisional Officer, Midnapore Sadar, Paschim Medinipur.
8. The Treasury Officer, Midnapore Treasury.
9. All Divisional Forest Officer's, Western Circle, West Bengal.
10. The Assist. Divisional Forest Officer, Rupnarayan Division.
11. The Head Clerk, Rupnarayan Division.
12. The Budget, Accounts & Revenue Section.
13. All Range Officers (Territorial), Rupnarayan Division.
14. The AFR, Rupnarayan Division.
15. Notice Board, Rupnarayan Division.
16. Shri / FPC\_\_\_\_\_.

DIVISIONAL FOREST OFFICER  
RUPNARAYAN, DIVISION  
RANGAMATI, MIDNAPORE.