



Government of West Bengal
Directorate of Forests
Office of the Divisional Forest Officer,
Nadia-Murshidabad Division.
Krishnagar, Nadia.
Pin 741101



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NOTICE INVITING E-TENDER NO. : WBFOR/06/CSS/NMD/IMPROVEMENT OF BOUNDARY FENCING AT BETHUADAHARI WILD LIFE SANCTUARY/2018-19

IMPROVEMENT OF WOVE WIRE NET FENCING INCLUDING CONSTRUCTION OF LOW HEIGHT WALL BELOW FENCING OVER 100 mt. AT BETHUADAHARI WILD LIFE SANCTUAR DURING 2018-19

The Divisional Forest Officer, Nadia Murshidabad Division, Directorate of Forests invites an **e-tenders** for the following work from the eligible Contractors as detailed in the table below. [Collection (downloading) and Submission (uploading) of Tender can be made online through the website <http://wbtenders.gov.in>] only.

Sl. No.	Location of works	Name of Work	Estimated amount put of tender (Rs)	Amount of EMD to be deposited (Rs)	Eligibility of a Contractor	Period of completion of work
1	Bethuadahari Wildlife Sanctuary under Bethuadahari Beat, Krishnagar Range. Pillar No. – 645 to 678	IMPROVEMENT OF WOVE WIRE NET FENCING INCLUDING CONSTRUCTION OF LOW HEIGHT WALL BELOW FENCING OVER 100 mt. AT BETHUADAHARI WILD LIFE SANCTUAR DURING 2018-19 (Details estimate attached).	5,40,000.00	10,800.00	Bonafide agencies/ individual having 60% credential in a single similar nature work within last 03 (three) years.	45 days

1. a) In the event of e-Filing intending bidder may download the tender document from the website: [http:// wbtenders.gov.in](http://wbtenders.gov.in) directly by the help of Digital Signature Certificate.

b) Earnest Money may be remitted as per Finance Department, Govt. of West Bengal's order No. 3975- F(Y) Dated 28th July, 2016. c) 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.; 2014-2015, 2015-2016, 2016-2017 or during the period since formation of the Firm, if it was set up in less than such 3- year period.
(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.)
2. The original Challan of EMD (Earnest Money Deposit) should be submitted to the office of the **Divisional Forest Officer, Nadia Murshidabad Division before opening of Technical Bid.**
3. Technical Bid and Financial Bid both will be submitted online concurrently duly digitally signed in the Website [https:// wbtenders.gov.in](https://wbtenders.gov.in) as per time schedule stated herein under.
4. The financial offer of the prospective tenderer will be considered only if the Technical Bid of the Tenderer is found qualified by the "**Tender Evaluation Committee**" only. The list of qualified tenderers will be displayed in the website on the schedule date and time.
5. **Eligibility criteria for participation in tender :**
 - i) The prospective bidders shall have satisfactorily completed as a prime agency during the last 03 (three) years prior to the date of issue of this Notice at least one work of similar nature under the authority of State/ Central Govt., State/Central Govt. undertaking/ Statutory Bodies constituted under the statute of the Central/ State Government and having a magnitude of **60%** of the Estimated amount put to tender in a single work order. In support of the credential, scanned copy of the **Completion Certificate** issued by the Executing Authority should be loaded as Non **Statutory Document** through online.
 - ii) **Pan Card, Professional Tax receipts** for the current year, **Income Tax Return** for the last year, **GSTIN Registration Certificate** to be accompanied with the Technical Bid document (**Non Statutory Documents**)
 - iii) The prospective bidders should own or arrange through lease hold agreement the required plant and machineries; Conclusive proof of ownership/ Arrangement must be submitted.
 - iv) Registered Unemployed Engineers „Co-operative Societies/ Unemployed Labour Co-Op.Societies are required to furnish valid Bye Law, Current Audit Report, Valid clearance Certificate from A.R.C.S. for the current financial year along with other relevant supporting papers.(**Non Statutory Documents**)
 - v) A prospective bidder shall be allowed to participate in the particular job either in the financial capacity of individual or as a partner of a firm. During Technical Evaluation of Bid, Financial Capability to execute the work may be verified by the tender inviting authority.
 - vi) The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum (**Non Statutory Documents**).

6. Issuance of work order as well as Payment will depend on site clearance, availability of materials and availability of fund in appropriate head and no claim whatsoever will be entertained for delay issuance of work order as well as payment. Works should be completed within stipulated period. If any, intending tenderers may consider these criteria while quoting their rates.
7. The bidders shall quote rate (Percentage above / below / at par) accordingly considering that no escalation and/ or price adjustment will be allowed by the Department under any circumstances.
8. Bids shall remain valid for a period not less than 90 (Ninety) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith assigning any reason thereof.
9. Constructional Labour Welfare Cess @1(one)% of cost of construction will be deducted from every bill of the selected agency. GSTIN & Royalty & all other statutory levy/Cess will have to be borne by the Contractor & the rate in the schedule of rates are inclusive of all the taxes & cess stated above. The rate will be offered by the bidder inclusive of GSTIN.

10. Date & Time Schedule :

Sl no	Activity	Date & Time
1.	Tender Publishing date & time	19/11/2018 at 9:00 AM
2.	Document Download start date & time	19/11/2018 at 9:00 AM
3.	Bid submission start date & time	19/11/2018 at 9:00 AM
4.	Bid submission end date & time	04/12/2018 at 5:00PM
5.	Technical Bid opening date & time	07/12/2018 10:00AM
6.	Uploading of Technical Bid Evaluation sheet	After technical bid evaluation
7.	Financial Bid opening date & time	After technical bid evaluation
8.	Uploading of Financial Bid evaluation sheet	After financial bid evaluation
9.	Publishing the Name of bidder who will get the contract	After technical & financial bid evaluation

11. There shall be no provision of Arbitration. Hence Cl. 25 of 2908 is modified vide notification no. 8182-F(Y) dt. 26/09/12 of Secretary to the Govt. of West Bengal.

12. **Earnest Money:-** The amount of Earnest Money is to be submitted in the shape challan after depositing in favour of the **Divisional Forest Officer, Nadia Murshidabad Division** following the Finance Department, Govt. of West Bengal's order No. 3975- F(Y) Dated 28th July, 2016.

13. The Bidder, at his own responsibility and risk is encouraged to visit and examine the Site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into contract for the work as mentioned in the Notice inviting Tender before submitting the offer with full satisfaction. The costs of visiting the site shall be borne by the Bidders.

14. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. The Tender Committee reserves the right to reject any or all the application for purchasing Bid documents and/or to accept or reject any or all the offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the state of Bidding.

15. The intending tenderers are required to quote and submit the rates online only. No offline tender will be entertained.

- 16.** Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970
(b) Apprentice Act. 1961 and (c) minimum wage Act. 1948 and any notification thereof or any other laws relating thereto and rules made and order issued to this effect from time to time.
- 17.** Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned before bidding.
- 18** All intending bidders are requested to be present in the office of the Divisional Forest Officer, Nadia Murshidabad Division, Krishnagar Nadia during opening of the Tender to observe the tender opening procedure.
- 19.** NO CONDITIONAL / INCOMPLETE TENDER will be accepted under any circumstances.
- 20.** The Divisional Forest Officer, Nadia Murshidabad Division, Krishnagar, Nadia or the tender committee reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
- 21.** During scrutiny, if it is come to the notice to the tender inviting authority that the credential or any other papers of any bidder is incorrect/ manufactured/ fabricated ,that tenderer will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice with forfeiture of earnest money forthwith.
- 22.** In case if there be any objection regarding Pre qualifying the Agency that should be lodged to the the Divisional Forest Officer, Nadia Murshidabad Division, Krishnagar Nadia within 2 days from the date of publication of list of qualified Agency and beyond that time schedule no objection will be entertained.
- 23.** Before issuance of the work order, the tender inviting authority may verify the credential & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer is either manufacture or false in that case, work order will not be issued in favour of the tenderer under any circumstances.
- 24.** The specification for the works made of execution and measurement will be governed by the specification laid down in the Departmental schedule and relevant provision of IS code & as per base practice according to the direction of Engineer-in-charge.
- 25.** All materials to be supplied by the Contractor should be good approved by the Engineer-in-charge or his authorized representative before use.. Rejected materials should be cleared from the site within 24 hours of rejection. Payment of materials to be supplied by the contractor will be made as per actual consumption in the work.
- 26.** Additional performance security when the bid rate is 80% or less of the estimate put to tender and no increase in scope of work of projects during execution phase will be applicable as per Finance Department Memorandum No. 4608-F (Y) Dated 18th July, 2018.

(Sri Rana Datta I.F.S.)
Divisional Forest Officer
Nadia Murshidabad Division

1. General Guidance for e-Tendering

1.1 Instructions / Guidelines for tenderers for electronic submission of the tenders online have been shown in Web site <https://wbtenders.gov.in>

1.2 Registration of Contractors

Any contractor willing to take part in the process of e-tendering will have to be enrolled and registered with the Government e-Procurement System.

1.3 Digital Signature Certificate (DSC)

Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders.

1.4 Collection of Tender Documents

The contractor can search and download NIT and tender documents electronically from computer once he logs on to the website mentioned in Clause

1.1 using the Digital Signature Certificate. This is the only mode of collection of tender documents.

1.5 Participation in more than one work

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job. A prospective Tenderer (including his participation in partnership) shall be allowed to participate in a single work as mentioned in the List of Work(s) of this NIT.

2. Submission of Tenders

2.1 General process of submission

Tenders are to be submitted online through the website stated in Clause 1.1 in two folders, at a time for each work, one is Technical Proposal and the other is Financial Proposal, before the prescribed date and time mentioned in the list attached. Using the Digital Signature Certificate (DSC), the documents are to be uploaded virus scanned and digitally signed. Tenderers should specially take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender.

2.2 Technical Proposal

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

A. Technical File (Statutory Cover) containing

- i NOTICE INVITING TENDER (NIT) (to be submitted in "NIT" Folder)
- ii Section B (Form I, Form II Form III Form IV and AFFIDAVIT - Y) (to be submitted in " FORMS" Folder.)
- iii Earnest Money Rs 5000.00 may be remitted as per Finance Department, Govt. of West Bengal's order No. 3975- F(Y) Dated 28th July, 2016.

- iv Instructions to Bidders, (to be submitted in "ITB" Folder)
- v General Terms & Conditions of Contract, (to be submitted in "GT AND CC" Folder)

Note:

- a) Earnest Money Rs 5000.00 may be remitted as per Finance Department, Govt. of West Bengal's order No. 3975- F(Y) Dated 28th July, 2016.
- b) Addenda/Corrigenda: if published. Contractors are to keep track of all the Addendum/Corrigendum issued with a particular tender and upload all the above digitally signed along with the NIT. Tenders submitted without the Addendum/Corrigendum will be treated as informal and liable to be rejected.

B. My Document (Non-Statutory Cover)

Sl. No.	Category Name	Sub-Category Description	Document Name
			(For details see cl. 6 A-2 of Section - A of ITB & relevant clauses of NIT)
A.	CERTIFICATES	CERTIFICATES	1 P.T. deposit receipt Challan
			2 GSTIN 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.
			2 Partnership Firm - Registered Partnership Deed, Registered Power of Attorney, Trade licence.
			3 Pvt. Ltd. Company - Registration Certificate under Company's Act, MOA & AOA, Registered Power of Attorney, Trade licence.
			4 Registered Un-employed Engineers and Labour Co-operative Societies Limited.
C.	CREDENTIAL	CREDENTIAL	1 Experience Profile - List of completed Projects of similar nature (as mentioned in NIT Section - B, Form - V).
			2 Completion Certificate from the concerned Supervisor which is applicable for eligibility in this bid [According to Cl. 6(i) of NIT]
D.	EQUIPMENTS	1. PLANT & MACHINERIES (OPTIONAL)	1 Authenticated copy of invoice, challan and way bill (Machinery)
		2. LABORATORY (OPTIONAL)	2 Authenticated copy of invoice, challan and way bill (Laboratory)
E.	FINANCIAL (INFO)	WORK IN HAND (OPTIONAL)	1 Authenticated copy
		PAYMENT CERTIFICATE	2 Only Payment Certificate of work issued by the Concerned Supervisor and not the TDS certificate
F.	DECLARATION	STRUCTURE & ORGANISATION	1 Details of Structure and Organisation (NIT-Section - B, Form - III)
		AFFIDAVIT	2 An affidavit made that no adverse report against the bidder (NIT Section - B, Affidavit - Y)

2.3. Financial Proposal

The financial proposal should contain the Bill of Quantities (B.O.Q.) in one cover (folder). The contractor is to quote the item rate indicate at par online through computer in the space marked for quoting rate in the B.O.Q. only downloaded copy of the B.O.Q. are to be uploaded quoting the rate, virus scanned & digitally signed by the contractor.

3. Eligibility Criteria for participation in tender:

- (a) All categories of intending Tenderers shall have satisfactorily completed as a prime agency during the last 3 (three) years prior to the date of issue of this Tender Notice either of the following :
- (i) At least one work of similar nature with an estimated cost equal to or more than the estimated cost put to this notice ; or
 - (ii) At least two works of similar nature with an estimated cost of each of the works equal to at least 50% of the estimated cost put to this notice in any one year; or
 - (iii) At least three works of similar nature with an estimated cost of each of the works equal to at least 33% of the estimated cost put to this notice in any one year,
- (b) Provided that such similar works should have been implemented in Government Department, Zilla Parishad, Government undertaking / Statutory Bodies constituted under the statute of the Government. Completion Certificate indicating Estimated Amount, Value of work-done, date of completion of the work and detail communicational address along with contact number of the Client should be submitted the case of works undertaken for P.W.D./C.P.W.D./M.E.S./ Railways, a Completion Certificate from the concerned Executive Engineer will be treated as valid credential. [Non-statutory Documents]
- (c) For the purpose of this project 'similar works' would mean supply of Deer Ration.
- (d) All categories of prospective Tenderers shall have to submit valid and up to date Professional Tax receipt Challan, GSTIN Registration Certificate, Income Tax Return Acknowledgement Receipt, PAN Card issued by Income Tax Department, Voter ID Card and Trade Licence in respect of the prospective Tenderer. In addition to the above, enlisted Class-I (R & B) Contractors of P.W.D., Govt. of West Bengal / C.P.W.D. / M.E.S. / Railways are required to produce respective valid document of enlistment. [Non-statutory Documents].
- (e) Where an individual person holds a Certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while submitting any tender for and on behalf of such company or firm, invariably submit a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm , to submit such tender. The Power of Attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908. [Non-statutory Documents].

- (f) . Neither prospective Tenderer nor any of the constituent partners had been debarred to participate in any Tender by the P.W.D., P.W.(R)D & P.W.(C.B.)D, Housing Department, W.B. or C.P.W.D. or M.E.S or Railways; during the last 5 (five) years prior to the date of this NIT. Such debarring will be considered as disqualification towards eligibility. (A declaration in this respect has to be furnished by the prospective bidders as per prescribed format). [Non-statutory Documents].
- (g) . The partnership firm shall furnish the Registered Partnership Deed and the Company shall furnish the Memorandum of Association (MOA) and Article of Association (AOA.) [Non-statutory Documents]
- (h) . Registered Un-employed Engineers' Co-operative Societies / Labour Cooperative Societies are required to furnish the following documents : - [Non-statutory Documents]
- i) Current "No Objection Certificate" from the Assistant Registrar of Co-operative Societies.
 - ii) Supporting documents showing area of operation,
 - iii) Bye-laws duly approved by the Assistant Registrar of Co-operative Societies,
 - iv) Name with address and signature (in original) of the present Board of Directors of the Co-operative Society.
 - v) Copies of Minutes of last Annual General Meeting and Audit Report of the Co-operative Society with the evidence of submission of the same to the concerned Authorities, duly attested.
- (i) . The prospective Tenderers or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5 (five) years. Such abandonment or rescission will be considered as disqualification towards eligibility.
- (j) . Joint Ventures will not be allowed.
- (k) . A prospective Tenderers shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If the prospective Tenderer is found to have applied severally in a single job, all his applications will be rejected for that job.
- (l) . A prospective Tenderer (including his participation in partnership) shall be allowed to participate in **only one work** as mentioned above in the List of Work(s) conforming to and limited to this N.I.T.
- (m) . No conditional / Incomplete Tender will be accepted under any circumstances.

4. Opening of Technical Proposal

Technical proposals will be opened by the authorized representatives electronically from the website stated in Clause 2.1, using their Digital Signature Certificate.

Intending tenderers may remain present, if they so desire.

Cover (Folder) for Statutory Documents should be opened first, if found in order, Cover (Folder) for Non-statutory Documents will be opened. If there is any deficiency in the Statutory Documents, the tender will summarily be rejected.

Decrypted (transformed into readable formats) documents of the Non statutory Cover will be downloaded, and handed over to the Tender Evaluation Committee (constituted for evaluation of tenders).

5. Uploading of summary list of technically qualified tenderers (1st round)

Pursuant to scrutiny and decision of the Tender Evaluation Committee (TEC), the summary list of eligible tenderers with the serial number of work(s) for which their Financial Proposals will be considered will be uploaded in the web portals.

While evaluation, the Committee may summon the tenderers and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these cannot be produced within the stipulated time frame, their proposals will be liable for rejection.

6. Final publication of summary list of technically qualified tenderers

Date of opening of financial bid will be intimated in the final summary list.

7. Opening and Evaluation of Financial Proposal

Financial proposals of the tenderers declared technically eligible by the Tender Evaluation Committee will be opened electronically from the web portal stated on the prescribed date, normally after 2(two) working days of date of publication of final summary list of the tenderers.

The encrypted copies will be decrypted and the rates will be read out to the contractors remaining present at that time.

After evaluation of Financial Proposal, by the appropriate Authority of **Divisional Forest Officer, Nadia Murshidabad Division**, may upload the final summary result containing inter-alia, name of contractors and the rates quoted by them against each work provided Tender evaluation committee is satisfied that the rate obtained is fair and reasonable and there is no scope of further lowering down of rate.

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

Financial bid of technically qualified single / two tenderers may not be opened immediately. 2nd call may be invited immediately after technical evaluation and uploading the list of the technically qualified bidders(s) of the 1st call. If such bidder(s) technically qualified in the 1st call intend(s) to change their rates quoted in the 1st call, they are to purchase tender paper afresh. In case of non purchase, the rates quoted in the 1st call would remain valid. 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. Financial evaluation would be made in a combined way considering both 1st and 2nd call. However, in case tenderer(s) of 1st call submit(s) fresh tender in 2nd call, rates of 2nd call should be considered in the process of evaluation.

9. Acceptance of Tender (Technically eligible/qualified)

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. The authority has right to cancel the tender any moment even after opening of tender

10. Penalty for suppression/ distortion of facts

If any tender 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 Evaluation Committee 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 for a 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the **Divisional Forest Officer, Nadia Murshidabad Division** may take appropriate legal action against such defaulting tenderer.

11. Schedule of Dates:

Sl. No.	Activity	Date
1.	Publishing Date	19/11/2018
2.	Bid Submission Start Date	19/11/2018
3.	Bid Submission End Date	04/12/2018
4.	EMD (e-challan) in Original Copy Physically Submission in Offline	05/12/2018
5.	Date of opening Technical Bid	07/12/2018
7.	Date of uploading of list of technically qualified bidders (online)	To be notified in due course.
8.	Date of opening of Financial Bid (online).	To be notified in due course.
9.	Date of uploading of list of bidders along with the final rates (online), after negotiation, with all tenderers, if necessary (offline).	To be notified in due course.

Note:

- 1) . In case of any unscheduled holiday or on days of Bandh or natural calamity on the aforesaid dates, the next working day will be treated as scheduled / prescribed date for the same purpose.
- 2) . The Tender Inviting Authority may change the venue of opening the Technical or Financial Bids in case of exigent circumstances like breakdown of communications link or conditions of force measure.
- 3) . The Tender Inviting Authority reserves the right to defer the date of opening of either Technical or Financial Proposal or both, if required.

Notice Inviting Tender: - WBFOR/ /NMD / Deer Ration/ 2018-2019

The **Divisional Forest Officer, Nadia Murshidabad Division**, on behalf of the Governor, West Bengal invites **e-tenders** for the following work(s) from the eligible Contractors as detailed in the table below. [Collection (downloading) and Submission (uploading) of Tender can be made online through the website <https://wbtenders.gov.in> only].

List of work(s)

Name of food materials	Quantity to be supplied in each fortnight	Cost of materials per Kg. including carriage etc. up to Bethuadahari Forest Beat Office		Amount comes for supply of the cost of carriage etc. for
		Rs. in figure per Kg.	Rs. in word per Kg.	Rs. in figure
1. Wheat Bran	525 kg.	Rs. Per Kg.	Rs. Per Kg.	Rs. for each fortnight
2. Gram (Chhola)	150 kg.	Rs. Per Kg.	Rs. Per Kg.	Rs. for each fortnight
3. Cane Molasses (Gur)	120 Kg.	Rs. Per Kg.	Rs. Per Kg.	Rs. for each fortnight
4. Musterd Oil Cake	120 kg.	Rs. Per Kg.	Rs. Per Kg.	Rs. for each fortnight
5. Rock Salt	15 kg.	Rs. Per Kg.	Rs. Per Kg.	Rs. for each fortnight

***** Cost of tender documents should be deposited in the form of D/Banker's Cheque drawn in favour of, Divisional Forest Officer, Nadia Murshidabad Division.**

3. Earnest Money Deposit (EMD):

- a) Scanned copy of challan for Earnest Money may be remitted as per Finance Department, Govt. of West Bengal's order No. 3975- F(Y) Dated 28th July, 2016. **There is no exemption** of any kind for any of the eligible contractors towards cost of tender document fee or **EMD**.
- b) **Refund of EMD:** The EMD of the unsuccessful Tenderers deposited in favour of "**Divisional Forest Officer, Nadia Murshidabad Division** " will be refunded without any interest.
- c) Intending Tenderers should download the Tender Documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate.
- d) **Challan of Earnest Money Deposit (EMD) should be submitted physically by the Tenderer to the office of the Divisional Forest Officer, Nadia Murshidabad Division, Krishnanagar, Nadia in a sealed cover as per the 'Date & Time. Schedule' stated in SI. No.11. of this N.I.T.**
- e) In case of partnership firm(s), the pledged instrument(s) must reflect the name(s) of the firm as well as the name(s) and address (es) of the partner / partners who is/are authorized to pledge the same as per valid partnership deed(s).
- f) Both Technical Bid and Financial Bid should be submitted duly digitally signed by the Tenderer through the website <http://wbtenders.gov.in> as per the 'Date & Time Schedule' stated in SI. No.03. of this N.I.T. (Details of which has been narrated in '**Instruction to Bidders**'))

4. Opening of Tender:

- (a) The Technical Bid shall be publicly opened by the authority receiving tender or by his authorized representative, as per the Date & time Schedule mentioned in NIT.
- (b) Prospective Tenderers or their authorized representatives may be present during the opening process.
- (c) Financial Bids of only those tenderers who would qualify in the Technical Bid evaluation will be opened.

- (d) The **Divisional Forest Officer, Nadia Murshidabad Division** or his authorized representative opening the Financial Proposal may call for Open Bid/ Seal Bid after opening of the said tender to obtain the suitable rate further, if required. If any of the Tenderers or their representatives fails to attend during this process no subsequent objection would be entertained under any circumstances at any later date or time.
2. The intending Tenderers shall clearly understand that whatever may be the outcome of the present Invitation of Tender, no cost of Tendering shall be reimbursable by the West Bengal Zoo Authority. The **Divisional Forest Officer, Nadia Murshidabad Division** reserves the right to reject any tender or all Tenders without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Tenderer at any stage of Tendering.
 3. The acceptance of the tender rests with the **Divisional Forest Officer, Nadia Murshidabad Division** who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all the tenders received without assigning any reason thereof.
 4. Intending Tenderers at their own cost and risk are encouraged to inspect the site of work and get themselves thoroughly acquainted with the local condition and all factors which may affect their rates. Prior to the site visit the intending Tenderers must inform the **Divisional Forest Officer, Nadia Murshidabad Division (03472-252362)** or email (dfonmd@rediffmail.com) about the time and date of the visit.
 5. The selected Contractor must arrange to procure all materials required for the proper completion of the work including cement and steel (as per the Technical Specifications of the tender document). The Employer will not on any account be responsible for procuring the same.

5. VALIDITY OF BIDS:

Bid shall remain valid for a period not less than **365 (One Hundred And Twenty) Days** after the dead line date for Financial Bid/ Sealed Bid Submission. Bid validity for a shorter period shall be rejected by Tender Accepting Authority as non-responsive.

If any Tenderer withdraws his offer before Bid validity period without giving any satisfactory explanation for such withdrawals, he may be disqualified for submitted tender to this Office for a minimum period of 1 (one) year and legal action will be taken against him.

6. VERIFICATION OF CREDENTIALS/ONSITE PROJECTS :

Before issuance of the work order, the Tender Accepting Authority may verify the credential and other documents of the lowest Tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest Tenderer is either manufactured or false in that case, work order will not be issued in favour of the Tenderer under any circumstances and legal action will be taken against him.

7. CANCELLATION OF TENDER :

The **Divisional Forest Officer, Nadia Murshidabad Division** reserves the right to cancel this N.I.T. due to unavoidable circumstances and no claim in this respect will be Entertained.

8. SECURITY DEPOSIT :

The successful Tenderer to whom a Letter of Acceptance has been issued shall submit within 10(Ten) days from the date of Letter of Acceptance, deposit 10% total value in favour of "**Divisional Forest Officer, Nadia Murshidabad Division**". Under any circumstances the earnest money will not be adjusted with the Security Deposit in case of successful tenderer.

9. Quality of work

Supply materials will be best quality as per approve tendered.

10. DEDUCTION OF TAXES ETC:

Deduction of Income Tax from the Contractor's Bill will be made as per Govt. rules.

Royalty & all other statutory levy/ Cess will have to be borne by the contractor as per Govt. Rules and the rate in the B.O.Q. is inclusive of all the taxes & cess stated above. **The rate will be quoted inclusive of GSTIN.**

The Agency will be liable to maintain the work at working portion at the appropriate service level to the satisfaction of the **Divisional Forest Officer, Nadia Murshidabad Division** at his own cost for a period of Security Period/Maintenance period which is one year from the date of completion of the work . If any defect/damage is found during the period as mentioned above, the Agency shall make the same good at his own cost. Failure to do so, penal action against the Agency will be imposed by the Government as deem fit. The Agency will have to quote his rate considering the above aspect. Also the Prospective Tenderers shall have to execute the work in such a manner so that appropriate service level of the work is kept during progress of work and the period of Security Period from the date of successful completion of the work to the entire satisfaction of the **Divisional Forest Officer, Nadia Murshidabad Division** may be considered towards release of "Security Deposit".

In case of ascertaining Authority at any stage of application or execution of work necessary registered power of attorney is to be produced.

11. REMOVAL OF DISCREPANCY :

If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence :-

- a. Form of Agreement
- b. Tender Form
- c. Technical Specifications
- d. General Terms and Conditions
- e. Instructions to Bidders
- f. N.I.T.

12. MOBILISATION ADVANCE/ COST OVER RUN :

No Mobilisation Advance and Secured Advance will be allowed. Time / cost overrun and consequent cost of escalation for any materials, labour, P.O.L. etc. will not be allowed.

- 13 Canvassing in connection with the tender is strictly prohibited in the Tender submitted by the Contractor. Subletting act, outsourcing of work is strictly prohibited and will lead to cancellation of the contract and forfeiture of Security Deposit.**
- 14 Site of work may be handed over to the successful Tenderer along with the work order or in a phase wise manner as deemed fit by the Divisional Forest Officer, Nadia Murshidabad Division. No claim in this regard will be entertained.**
- 15 The successful Tenderer will have to submit four sets of all the Tender Documents along with BOQ in connection with this Tender in hard copy within 7 (Seven) days from the date of receipt of Letter of Acceptance of the Tender. Failure to do so will be liable to termination/rejection of Tender with forfeiture of Earnest Money without any reference to the Contractor.**
- 16. The successful Tenderer will have to start the work as per the work order to commence the work.**
- 17. The contractor shall not be entitled for any compensation for any loss suffered by him due to delay arising out for modification of the work, due to non-delivery of the possession of site and / or modification.**
- 18. Prevailing safety norms has to be followed by the successful Tenderer during execution of the work so that LTI (Loss of time due to injury) is zero.**

19. No tender shall be deemed to be fit for consideration unless the tender documents are fully and completely filled in. All information that may be asked from the Tenderer must be unequivocally furnished. The eligibility of a Tenderer will be ascertained on the basis of the documents submitted by a Tenderer in support of eligibility criteria. If any document submitted by a Tenderer is found to be incomplete/incorrect/ manufactured / fabricated or false, his Tender will be out rightly rejected at any stage and legal action will be taken against him.
20. A Tenderer is to quote in figures as well as in words, his rates in the following forms as applicable in his cases against the estimated value put to tender of the tender form. The rate shall be clearly and legibly written and the whole writing must be by the hand of the person signing the tender and the same pen and ink. Erasing and over writing SHALL NOT BE ALLOWED. Correction in the rate should be avoided but if this becomes unavoidable, the entire rate and not a portion only shall be scored out and signed (not simply initialled) by the Tenderer in token of such cancellation.
A fresh rate in one of the specific form and in the specified manner shall then be correctly written.
21. In the event of a tender being submitted by a firm, it must be signed by a member or members of the firm having legal authority to do so and if called for, legal documentations in support thereon must be produced for inspection and in the case of a firm carried out by one member or a joint family it must disclose that the firm is duly registered under the Indian Partnership Act.
22. The Tenderer must sign at the bottom of each page of the tender documents as a proof of acceptance of terms and conditions of the Tender. Overwriting shall not be allowed. All corrections, alternations etc. must be duly signed.
23. It must be clearly understood that the quantities of the various items indicated in the schedule or probable items are approximate only and may be appreciably increased or decreased during actual execution. The contractor shall remain effected by alteration.
24. Additional performance security when the bid rate is 80% or less of the estimate put to tender and no increase in scope of work of projects during execution phase will be applicable as per Finance Department Memorandum No. 4608-F (Y) Dated 18th July, 2018.

RATES ARE FIRM FOR THE PERIOD OF THE PROJECT. INCASE ANY ABNORMAL DEVIATION IS OBESERVED DURING THE COURSE THE TENDER ACCEPTING AUTHORITY MAY REFER TO THE JOINT DIRECTOR, SUNDARBAN BIOSPHERE RESERVE, IN DECIDING ON THE RATE REVISIONS (IF NEEDED).

**Divisional Forest Officer,
Nadia Murshidabad Division.**

1. OPENING & EVALUATION OF TENDER

A) Opening of Technical Proposal

- i) Technical proposals will be opened by the Tender Opening Authority or his authorized representative as per the Date & Time schedule mentioned in the N.I.T. electronically from the website stated in Clause 2 of this NIT using their Digital Signature Certificate.
- ii) Intending tenderers are encouraged to be present for observing the tendering opening procedure.
- iii) Statutory Cover shall be opened first and if found in order, Non-Statutory cover will be opened. If there is any deficiency in the statutory documents the tender will summarily be rejected.
- iv) Decrypted (transformed in to readable formats) documents of the Statutory and Non Statutory Cover will be downloaded by the Tender Opening Authority.

v) Declaring summary list of technically qualified tenderers :-

- a. Pursuant to scrutiny and decision of the Tender Opening Authority, the summary list of technically qualified tenderers and the serial no. of work for which their proposal will be considered will be uploaded in the web portal and also that of the "**Divisional Forest Officer, Nadia Murshidabad Division** " as per feasibility. The list would be displayed vide notice board of the Tender Inviting authority, viz. **Divisional Forest Officer, Nadia Murshidabad Division**
- b. While evaluation, the Tender Opening Authority may summon the tenderers and seek clarification /information or additional documents or original hard copy of any of the documents already submitted and if these are not produced within the stipulated time frame, their proposals will be liable for rejection.
- c. All prospective tenderers who fulfil the eligibility criteria conditions stipulated in Cl.(6) of this NIT become technically qualified for further process subject to provisions of Sub-Clause 7 v).(a) and 7.v).(b) mentioned above.

B) Opening of Financial Proposal

- i. The financial proposal of the technically qualified tenderers will be opened by the Tender Opening Authority or his Authorized representative electronically as per the Date & Time Schedule mentioned in the N.I.T. from the website using their Digital Signature Certificates.
- ii) Intending technically qualified tenderers are encouraged to be present during this process.
- iii) Decrypted (transformed in to readable formats) B.O.Q. would be downloaded by the Tender Opening Authority.

PENALTY FOR SUPPRESSION/ DISTORTION OF FACTS

If any Tenderer fails to produce the original hard copies of the documents (specifically the completion certificates and audited balance sheets), or any other documents on demand of the Tender Opening Authority within specified time frame or if any deviation is detected in the submitted documents or if there is any suppression of facts, the tender will be rejected outright and appropriate legal action may be taken by the Government against such Tenderer.

AWARD OF CONTRACT

- a) The Tender Inviting Authority reserves the right to accept or reject any Tender and to cancel the Tendering processes and reject all Tenders at any time and prior to the Award of Contract without thereby incurring any liability to the affected Tenderer or Tenderers or any obligation to inform the affected Bidder or Bidders of the ground for Employer's action.
- b) The Bidder who's Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter.
- c) The notification of award will constitute the formation of the Contract.
- d) . The Agreement will incorporate all agreements between the Tender Accepting Authority and the successful Bidder. All the tender documents including NIT & B.O.Q. will be the part of the Contract Document.

Divisional Forest Officer,
Nadia Murshidabad Division