



Government of West Bengal  
Directorate of Forest  
**Office of the Chief Conservator of Forest and Field Director**  
**Sundarban Tiger Reserve**  
Canning Town, 24 Paraganas South District  
West Bengal – 743329

Ph:(03218) 255280, 257008

E-mail : [sundarbantigerreserve@gmail.com](mailto:sundarbantigerreserve@gmail.com)

Memo No: 890 /2B-34(e-Tender)

Date: Canning 06/03/2025

**NOTICE INVITING e-TENDER No. –WBFOR/STR/DFD/NIT/17(e)/2024-25**

## 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.

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 Sl. No.13. of

this N.I.T. (Details of which has been narrated in 'Instruction to Bidders').

## **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).

### **Technical File (Statutory Cover) containing:**

1. NIT (to be submitted in "NIT FOLDER")
2. Section B (Form I, Form II, Form III, Form IV and AFFIDAVIT – Y) to be submitted in "FORMS FOLDER".
3. The cost of Tender Documents (Tender Fees) is to be deposited by the Tenderer as mentioned in column no. 5 of the table of List of Works by the Contractor online in the West Bengal e-tender portal.
4. Instructions to Bidders. (To be submitted in "Other Tender Documents" Folder)
5. General Terms & Conditions Of Contract. (to be submitted in "Other Tender Documents" Folder)
6. Technical Specification (to be submitted in "Other Tender Documents" Folder)
7. Drawing if any to ("Drawing Folder")
8. Any other document/certification as required for in the tender for ascertaining quality standards, certification needs etc.

### **Note:**

- a) 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
- b) The successful bidder (L1), on the direction of the office, shall submit physically all the related documents in original e.g. Tender Fees, EMD, & Technical bid & Financial bid duly digitally signed and uploaded in the website <https://wbtenders.gov.in>.

## **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 Rate per item inclusive of GST, all other taxes as applicable, delivery charges to the specified location or Canning (if location is not specified). This should be done online 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) Bonafide Contractors/Agencies/Suppliers/Companies including consortium and Partnership firms are eligible to participate.
- (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 detailed communication address along with contact number of the Client should be submitted. In 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) All categories of prospective Tenderers shall have to submit valid and up to date Professional Tax receipt Challan, GST registration certificate, Income Tax Return Acknowledgement

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Receipt, PAN Card issued by Income Tax Department, and Trade Licence in respect of the prospective Tenderer.

- (d) 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]
- (e) 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, Forest Department 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]
- (f) 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]. 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).
- (g) Registered Un-employed Engineers' Co-operative Societies / Labour Co- operative 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.
- (h) 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.
- (i) Joint Ventures will not be allowed.
- (j) A prospective Tenderer 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.
- (k) 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.
- (l) No conditional / Incomplete Tender will be accepted under any circumstances.

### **3 (1) Work Experience Criteria :**

Credential certificate issued by the Executive Engineer or equivalent or competent authority of a

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State/ Central Government, State/ Central Government under taking, Statutory / Autonomous bodied constituted under the Central / state statute on the executed value of completed /running work will be taken as credential. Payment certificate will not be treated as credential.

a) Intending Tenderers should produce credentials of a similar nature of completed work (alongwith BOQ) 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,

b) Intending Tenderers should produce credentials of 2 (two) similar nature of completed work (along with BOQ), 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 the tender notice;

OR,

c) Intending Tenderers should produce credentials of one single running work of similar nature(along with BOQ) which has been completed to the extent of 80% or more and value of which is not less than the desired value at above.

d) In case of running works, only those Tenderers who will submit the certificate of satisfactory running work (along with BOQ) 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. (G 0 No.04-A/PW/0/10C-02/14 dated 18/03/2015).

**Note:-**

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.

**My Document (Non-Statutory Cover)**

Sl. No.	Category Name	Sub-Category Description	Document Name
A.	ORGANIZATION CERTIFICATES	ORGANIZATION CERTIFICATES	(For details see cl. 6 A-2 of Section - A of ITB & relevant clauses of NIT)
			1 P.T. deposit receipt Challan
			2 GST Registration Certificate
			3 Latest GST Return of the last month
			4 I.T.R. Acknowledgement Receipt for Assesment Year 2024-25
			5 PAN Card
			6 Voter ID Card ( applicable for Proprietorship Firm)
			7 ESI Registration certificate
			8 EPF Registration certificate
B.	COMPANY DETAILS	COMPANY DETAILS	1 Proprietorship Firm - Trade Licence.
			2 Partnership Firm - Registered Partnership Deed, Registered Power 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 & EXPERIENCE PROFILE	CREDENTIAL & EXPERIENCE PROFILE	1	As mentioned in Terms and Conditions No. 3.(1)
			2	Experience Profile ( List of completed project of similar nature )
D	BIDDER REVENUE PROFILE	BIDDER REVENUE PROFILE	1	Bidders Annual Turn over should be at least 100 % of estimated project of their NIT in the last 3 preceding years
			2	Profit and loss balance sheet for last 3 financial years.
			3	Audit report/ Tax audit report for last 3 financial years.
E.	EQUIPMENTS	1. PLANT & MACHINERIES (OPTIONAL)	1	Authenticated copy of invoice, challan and way bill (Machinery) ( Wherever Applicable )
		2. LABORATORY (OPTIONAL)	2	Authenticated copy of invoice, challan and way bill (Laboratory) ( Wherever Applicable )
F.	FINANCIAL (INFO)	WORK IN HAND (OPTIONAL)	1	Authenticated copy ( Wherever Applicable )
		PAYMENT CERTIFICATE	2	Only Payment Certificate of work issued by the Concerned Supervisor and not the TDS certificate ( Wherever Applicable )
G.	DECLARATION	STRUCTURE & ORGANISATION	1	Details of Structure and Organisation (ITB, Section - B, Form III) ( Wherever Applicable )
		AFFIDAVIT	2	An affidavit made that no adverse report against the bidder (ITB, Section - B, Affidavit - Y)

#### 4. OPENING OF TENDER

- 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.
- The Tender Inviting Authority reserves the right to defer the date of opening of either Technical or Financial Proposal or both, if required.
- Prospective Tenderers or their authorized representatives may be present during the opening process.
- The Deputy Field Director, STR, W.B. 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.

#### 5. OPENING AND EVALUATION OF TECHNICAL PROPOSAL

- Technical proposals will be opened by the authorized representatives electronically from the

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website stated in Clause 2.1, using their Digital Signature Certificate. Intending tenderers may remain present, if they so desire.

- b) 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.
- c) 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).
- d) 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.

**Note:-**

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 based on 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.

## **6. UPLOADING OF SUMMARY LIST OF TECHNICALLY QUALIFIED TENDERERS**

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 of the tendering website. Any clarifications/objections regarding the evaluation of the technical proposal may be brought to the notice of the TEC in writing within 2 days after such summary list is published.

## **7. FINAL PUBLICATION OF LIST OF TECHNICALLY QUALIFIED TENDERERS**

Date of opening of financial bid will to be intimated in the final summary list as selected after the publication of the summary list and listening to grievances if any. Financial Bids of only those tenderers who would qualify in the Technical Bid evaluation will be opened.

## **8. 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.

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.

Decrypted (transformed in to readable formats) B.O.Q. would be downloaded by the Tender Evaluation Committee. The encrypted copies will be decrypted and the rates will be read out to the contractors remaining present at that time. Intending technically qualified tenderers are encouraged to be present during this process.

After evaluation of Financial Proposal, by the appropriate authority of STR i.e. Tender Evaluation Committee may upload the final summary result containing inter-alia, name of contractors and the rates quoted by them against each work, provided the Tender evaluation committee is satisfied that the rate obtained is fair and reasonable and there is no scope of further lowering down of rate.

**Note: -**

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.

## **9. PROCEDURE TO BE FOLLOWED WHEN ONLY 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.

## **10. 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 reserves the right to distribute the work amongst more than one tenderer.

## **11. 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/ Work order which will constitute the formation of the contract subsuming all the terms and conditions mentioned in the NIT.

c) 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.

d) The successful Tenderer, if directed, will have to submit four sets of all the Tender Documents along with BOQ in connection with this Tender in hard copy within 5 (Five) days from the date of receipt of Letter of Acceptance/Work order of the Tender. Failure to do so will be liable to termination/rejection of Tender with forfeiture of Earnest Money.

**Note: This Tender is floated in anticipation of Financial & Administrative Approval, sanction, and release of fund in FY 2024-25. Work order may be issued after the availability of fund.**

## **12. PENALTY FOR SUPPRESSION/DISTORTION OF FACTS**

If any tenderer fails to produce the original hard copies of the documents (especially completion certificates and audited balance sheets), or any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is deleted 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 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the STR may take appropriate legal action

against such defaulting tenderer.

### 13. SCHEDULE OF DATES:

Sl. No	Activity	Date
1	Publishing Date	12.03.2025,12PM
2	Document Sale Start Date	12.03.2025,12PM
3	Bid Submission Start Date	12.03.2025,12PM
4	Bid Submission End Date	26.03.2025,12PM
5	Date of opening Technical Bid & Place of Opening of Technical Bid	28.03.2025,12PM At the Office of the Chief Conservator of Forests and Field Director, Sundarban Tiger Reserve Canning Town, 24-PGS(S)
6	Date of uploading of list of technically qualified bidders (online)	To be notified in due course.
7	Date of opening of Financial Bid (online).	To be notified in due course.
8	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:**

- In case of any unscheduled holiday or natural calamity on the aforesaid dates, the next working day will be treated as scheduled / prescribed date for the same purpose.
- 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, conditions of force majeure or any other unforeseen events.
- The Tender Inviting Authority reserves the right to defer the date of opening of either Technical or Financial Proposal or both, if required.

Memo No- /FD/2B-34(e-Tender)

Date-

**Notice Inviting Tender:** - WBFOR/STR/DFD/NIT/17(e)/2024-25

The Deputy Field Director, Sundarban Tiger Reserve, West Bengal, 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 works:

Project No.	Name of Work	Location	Estimated Amount (in Rs.)	Cost of Tender Paper (in Rs.)	EMD (in Rs.)	Security Deposit (in Rs.)	Period of Completion of the work
1	2	3	4	5	6	7	8
1	Maintenance of Room & Toilet of Watch tower at Sajnekhali under S.W.L.S. Range of Sundarban Tiger Reserve.	Sajnekhali under S.W.L.S. Range	4,98,860	Free	9977	10% estimate amount	30 Days

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02	Maintenance of Embankment & paver block road for Forest Memorial at Sudhanyakhali under SWLS range in Sundarban Tiger Reserve	Sudhanyakhali under SWLS range	2,27,086	Free	4542	30 Days
03	Maintenance of Toilet at Sundarban Interpretation Center (S.I.C) at Sajnekhali under S.W.L.S Range of Sundarban Tiger Reserve	Sajnekhali under S.W.L.S Range	4,90,640	Free	9813	30 Days
04	Maintenance of Chainlink Fencing at Sudhanyakhali under S.W.L.S Range of Sundarban Tiger Reserve	Sudhanyakhali under S.W.L.S Range	2,40,924	Free	4818	30 Days
05	Maintenance of Tourist Toilet of MIC ( Mangrove Interpretation Centre) at Sajnekhali under S.W.L.S Range of Sundarban Tiger Reserve	Sajnekhali under S.W.L.S Range	2,42,490	Free	4850	30 Days
06	Maintenance of C.C. path at Luxbagan JFMC under SWLS Range in Sundarban Tiger Reserve	Luxbagan JFMC under SWLS Range	2,50,000	Free	5000	30 Days
07	Maintenance of C.C. path at Rajatjublee JFMC under SWLS Range in Sundarban Tiger Reserve.	Rajatjublee JFMC under SWLS Range	2,50,000	Free	5000	30 Days
08	Redigging of Sweet water pond at Bagnapara JFMC under Bashirhat Range in Sundarban Tiger Reserve.	Bagnapara JFMC under Bashirhat Range	99,450	Free	1989	30 Days
09	Redigging of Sweet water pond at Hentalbari JFMC under Bashirhat Range in Sundarban Tiger Reserve.	Hentalbari JFMC under Bashirhat Range	99,450	Free	1989	30 Days

**14. BRIEF DETAILS ON THE NATURE OF WORK:**

2.a)	Name of the project work	Maintenance of Room & Toilet of Watch tower at Sajnekhali under S.W.L.S. Range of Sundarban Tiger Reserve & Other works
2.b)	Project ID	NA
2.c)	Job ID	NA
2.d)	Consultant & Architect for the project	NA
2.e)	Nature of Work	Maintenance of Room & Toilet of Watch tower at Sajnekhali under S.W.L.S. Range of Sundarban Tiger Reserve & Other works

**15. TENDER DOCUMENT COSTS (TENDER FEES)**

- (a) The cost of Tender Documents (Tender Fees) is to be deposited online in the west Bengal government e-Tender portal by the Tenderer as mentioned in **Column no. 5 of the table for List of Works.**
- (b) There is no exemption of any kind for any of the eligible contractors towards cost of tender document fee or EMD unless exempted by the TIA.
- (c) The original instrument towards the cost of Tender Documents (Tender Fees) should be submitted online in the West Bengal Government e-Tender Portal stated in Column No.5 of List of works.

**16. VALIDITY OF BIDS**

- a) Bid shall remain valid for 365 days from the date of the publishing of the tender unless otherwise specified. Bid validity if quoted for a shorter period shall be rejected by Tender Accepting Authority as being non-responsive.
- b) 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 and Directorate of Forests, Government of West Bengal for a minimum period of 1 (one) year and legal action will be taken against him.

**17. 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.

**18. CANCELLATION OF TENDER**

- a) The Deputy Field Director, STR, W.B. reserves the right to cancel this N.I.T. due to unavoidable circumstances and no claim in this respect will be Entertained.
- b) 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 Government. The Deputy Field Director, STR, W.B. 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.

## **19. SECURITY DEPOSIT**

The successful Tenderer to whom a Letter of Acceptance/Work Order has been issued shall within 05 (five) days from the date of Letter of Acceptance/ Work Order, deposit an amount as indicated in Column (7) of the List of Works through GRIPS in favour of the Deputy Field Director, Sundarban Tiger Reserve.

### **PAYMENT OF E.M.D.**

1. Payment by net banking (any listed bank) through ICICI Bank payment Gateway.
2. On selection of net banking as the payment mode, the bidder will be directed to the ICICI Bank payment Gateway webpage (along with a string containing a Unique ID) where he will select the bank through which he wants to do the transaction.
3. Bidder will make the payment after entering his Unique ID and password of the Bank process the transaction.
4. Bidder will receive a confirmation message regarding success/failure of the transaction.
5. If the transaction is successful, the payment paid by the bidder will get credited in the respective pooling account of the state Government maintained with the Focal Point Branch of ICIC Bank at R.N. Mukherjee Road, Kolkata for collection of BID SECURITY.
6. If transaction is failure, the bidder will again try for payment by going back to the first step again.

### **PAYMENT THROUGH RTGS/NEFT**

1. On selection of RTGS/NEFT as the payment mode, the e- procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
2. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.
3. Once payment is made the bidder will come back to the e-procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, to verify the payment made and continue the bidding process.
4. If verification is successful, the fund will get credited to the respective pooling account of the state Government maintained with the Focal Point Branch of ICIC Bank at R.N. Mukherjee Road, Kolkata for collection of BID SECURITY.
5. Hereafter, the bidder will go to e-procurement portal for submission of his bid.
6. But if any payment verification is unsuccessful, the amount will be returned to the bidder's account

### **REFUND/SETTLEMENT PROGRESS:**

1. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-procurement portal of the State Government, the tender inviting authority will declare the status of the bids which will be made available, along with the details of the unsuccessful bidders, to the ICICI Bank by the e-procurement portal through bed service.
2. On receipt of the information from the e-procurement portal, the Bank will refund through an automated process the BID security of the bidders disqualified at the technical evaluation to the respective bidder's Bank accounts from which they made the payments.
3. Once the financial bid evaluation is electronically processed in the e-procurement portal BID SECURITY of the technically qualified bidders other than that of the L1 & L2 bidders will be refunded, through the automated process, to the respective bidder's Bank accounts from which they made the payments. However the L2 bidder should not be rejected till the LOI process is successful.
4. If the L1 Bidder accepts the LOI and the same processed electronically in the e-procurement portal BID SECURITY of the L2 bidder will be refunded through an automated process to his bank account from which he made the payment transaction.

5. Additional Performance Security @ 10 % of Tendered Amount shall be deposited in the form of Bank Guarantee when the bid rate is 80% or less of the estimated amount put on tender as per G.O. No. 4608-f(y), Dt.18.07.2018.

## **20. DEDUCTION OF TAXES ETC**

Deduction of Income Tax from the Contractor's Bill will be made as per Govt. rules. Labour Welfare Cess @ 1 % (one percent) of the cost of construction works will be deducted from every Bill of the selected agency. GST, 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. Deduction of Tax shall be made as per provision of the GST act with up to date amendments.

## **21. 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 :-

1. Form of Agreement
2. Tender Form
3. Technical Specifications
4. General Terms and Conditions
5. Relevant PWD(W.B.) Schedule of Rates
6. Instructions to Bidders
7. N.I.T.

## **22. MOBILISATION ADVANCE/ COST OVER RUN**

- a) 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.
- b) Canvassing in connection with the tender is strictly prohibited in the Tender submitted by the Contractor.

## **23. TECHNICAL SPECIFICATIONS, QUALITY MAINTENANCE AND EXECUTION OF THE WORKS**

1. Unless otherwise stipulated all the works are to be done as per the Technical Specifications of the tender document. Contractor may refer to the relevant PWD (W.B.) Schedule of Rates for the working area including up to date addenda and corrigenda, if any, published by Public Works Department, Government of West Bengal. The project should be executed as per IS CODE /IRC/MOST/MORTH standards or higher regarding the quality of materials and various items of works.
2. 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 Deputy Field Director, STR, W.B. (03218-255280) or email (sundarbantigerreserve@gmail.com) about the time and date of the visit.
3. Site of work and necessary drawings may be handed over to the successful Tenderer along with the work order or in a phase wise manner as deemed fit by the Deputy Field Director, STR,W.B. No claim in this regard will be entertained.
4. The Contractor will have to start the work as per the work order to commence the work. The date of work order will be considered the date of contract and will be considered for all time period calculations.
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.

6. Cement materials of reputed brand like ACC, Lafarge, Ambuja, Ultratech / equivalent or as approved by Architect / engineer and Steel materials of reputed brand like TATA, SAIL, VIZAG STEEL, SRMB / equivalent or as approved by Architect / engineer only shall be allowed to be used in the work. No Brand of Cement and Steel materials other than the one mentioned herein shall be allowed to be used in the work.
7. The selected contractor shall apply to the Deputy Field Director, STR, W.B. for seeking permission for utilization of land at the proximity of the site for arranging required plant & machineries, store of materials, labour shed, laboratory etc at his own cost and responsibility. All such temporary shed etc shall have to dismantled and all debris etc cleared from site post completion of the work or as directed by the Deputy Field Director, STR, W.B. Once an order to the effect is issued from the Deputy Field Director, STR, W.B. in this regard, it shall be brought to effect by the contractor without contest.
8. The prospective Tenderer shall establish field testing laboratory equipped with requisite instruments and technical staff according to the requirements of works to be executed.
9. The Agency will be liable to maintain the work or working portion at the appropriate service level to the satisfaction of the Deputy Field Director, STR, W.B.; 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.
10. 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 Deputy Field Director, STR, West Bengal; as is may be considered towards release of "Security Deposit".
11. 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.
12. 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 of drawing and design.
13. 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.
14. Guiding schedule of rates: For Building Works: Schedule of rates of P.W.D., W.B. with effect from 01.11.2014 and amendments thereof for Building, Sanitary & Plumbing works, materials and labour along with corrigenda and addenda updated till date of issue of NIT.
15. In case of ascertaining Authority at any stage of application or execution of work necessary registered power of attorney is to be produced.

**Note:-**

- a) Successful Tenderer will be required to obtain valid Registration Certificate & Labour License from respective Regional Labour Offices where construction work by them are proposed to be carried out under the West Bengal Building & other Construction Works' Act, 1996 and the Contract Labour (Regulation & Abolition) Act, 1970 and the same should be submitted to the Deputy Field Director, STR, W.B.

- b) The Successful Tenderer shall have to comply with the provision of (a) the Contract Labour (Regulation & Abolition) Act,1970 (b) the Apprentice Act,1961 and (c) the Minimum Wages Act, Amendment up to date (d) the West Bengal Building & other Construction Works' Act, 1996 and the Notifications thereof or other laws relating thereto and the rules made and orders issued there under from time to time, failure to do so will be treated as breach of contract and the Dy. Field Director, STR,W.B. may in his discretion cancel the contract. The contractor shall also be liable for any liability arising on account of any violation by him of the provisions of the Act and rules made there under time to time.

**Additional Note: As per Gazette Notification on Karmashree scheme issued Vide No.1140 PRD\_33011/1/2024-MGNRTGS SEC dated 07.03.2024, during execution of work, unskilled workers mandatorily be hired from only MGNREGS job card holders, after consultation with local Panchayat. The contractor/Agency need to submit a filled in employment sheet (Annexure-VI) in every 14 days. After completion of work a certificate need to be issued by the contractor/Agency that only job card holders are engaged in the work (Annexure-VII).**

(S Jones Justin.IFS)  
Deputy Field Director  
Sundarban Tiger Reserve

Memo No- 890(19) FD/2B-34(e-Tender)

Date- 06/03/2025

Copy for information and wide circulation through his office notice board to:

- 1) The Additional Principal Secretary to the Government of West Bengal, Department of Forests, Aranya Bhaban, Salt Lake, Sector-III, Kolkata-700091.
- 2) The Principal Chief Conservator of Forests,(Head of Forest Force) West Bengal, Aranya Bhaban, Salt Lake, Kolkata-700098.
- 3) The Principal Chief Conservator of Forests, & CWLW, W.B., Bikash Bhaban, North Block, Salt Lake, Kolkata-700091
- 4) The Addl. PCCF & Director, Sundarban Biosphere Reserve
- 5) The Chief Conservator of Forests and Field Director,Sundarban Tiger Reserve
- 6) The District Magistrate 24 Parganas South District.
- 7) The S.D.O Canning Sub- Division.
- 8) The D.F.O 24 Parganas South Division.
- 9) Office Notice Board.
- 10) The Guard File.

(S Jones Justin, IFS)  
Deputy Field Director  
Sundarban Tiger Reserve