

Government of West Bengal  
Directorate of Forests  
Office of the Divisional Forest Officer  
Kangsabati North Division  
Raghabpur More, P.O. & Dist. – Purulia, Pin - 723101  
(Ph. No.- 03252-222231 , Fax No. - 03252-227468 &  
E-Mail: [dfoknd@gmail.com](mailto:dfoknd@gmail.com))

(OPEN TENDER FOR DEVELOPMENT OF ECO-TOURISM CENTRE)

**TENDER NOTICE NO. WBFOR/DFOKND/43ET/2018-19 OF KANGSABATI NORTH  
DIVISION**

Divisional Forest Officer, Kangsabati North Division, Purulia invites Tender for development of Eco-Tourism Centre under State Plan of this Division during financial year 2018-19 as per rates furnished herein below. Details of the Tender Notice, Terms & Condition and Estimate of work will be available from the office of the undersigned as date mentioned in Schedule of Dates. Work details & others information as mentioned in Schedule-A.

**SCHEDULE OF DATES**

TYPE	DATE
Date of Publishing	21/06/2018
Tender paper sale start	22/06/2018
Last date of obtaining tender paper	29/06/2018
Last date for submission of tender documents & EMD	02/07/2018 up to 3:00 PM
Technical bid opening time	03/07/2018 at 11:30 AM
Financial bid opening time	After opening & scrutinizing of Technical bid ( to be notified in due course)

**GENERAL TERMS AND CONDITIONS**

- 1. Procurement of tender paper-** The tender paper shall have to be procured from Attached Forest Ranger, Kangsabati North Division of any working days from 22/06/2018 to 29/06/2018 within office working hours on payment of Rs. 500/- for each tender. (GRIPS PROTAL)
- 2. Tender should be submitted by name only in favour of Amrita Dutta, IFS, Divisional Forest Officer, Kangsabati North Division,** 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 submitted 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.

- 3. Technical Bid-** Technical Bid Should be submitted in separate folder other than financial bid. Clearly super scribing 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 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.

4. **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.. 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 tenderers 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.
5. Eligibility Criteria for participation in the Tender :-
  - a. The prospective tenderers as a primary agency should have satisfactorily completed at least one work of similar nature for a magnitude of 50% of the amount put to the tender under the State Government or its undertaking or the Central Government or its undertaking or any Statutory Body during the last 03 (three) years from the date of issue of this Notice.
  - b. Technical Bid documents should be accompanied with copies of tenderer's PAN Card, professional Tax Receipt/Challan for the current year, GST Registration Certificate (if any).
  - c. Registered Co-operative societies of Unemployed Engineers and Diploma-Holders on Engineering are required to furnish valid Bye-Laws, Latest Audit Report, Valid Clearance Certificate from Assistant Registrar of Co-operative Societies for the year 2017-2018 along with other relevant supporting papers.
  - d. A company shall furnish the Articles of Association and Memorandum.
  - e. The partnership firm is requested to furnish the copy of Registered partnership deed.
  - f. The 2% Earnest Money of the tender amount should be deposited in the form of Demand Draft (DD) in favour of DFO/KND, Purulia which will be received by the Divisional Forest Officer, Kangsabati North Division, Purulia during the officer hours on working days failing which the tender will not be entertained.
6. Payment of bill on its production will be made after successful execution of the work subject to availability of fund and no claim, whatsoever, will be entertained against any accepted Tender. Deduction of Income Tax, GST (if required), Construction Worker's Welfare Cess etc. will be made at source in accordance with the existing rules / orders.
7. Neither any Mobilization Advance nor any Secured Advance will be allowed.
8. The contractor shall have to arrange nearest to the work site, required land for installation of plant and machineries (specified for each awarded work), storing of materials, provision of labour shed & laboratory etc. At his own cost and responsibility.
9. Bids shall remain valid for a period of 180 (one hundred eighty) days from the date of opening of Financial Bid. If the bidders withdraw the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith assigning any reason thereof. No interest on the deposited Earnest Money shall be allowed if the said bid is cancelled.
10. Date and Time Schedule :- as mentioned above.
11. Financial Bids of those tenderers who qualify in Technical Bid will only be opened. Dates, if changed, due to un-avoidable circumstances, will be published in the said website and the office notice board only without any individual intimation.
12. A tenderer may visit the site of works and its surrounding on his own cost in order to prepare bid for its submission.

13. No cost of bidding shall be reimbursable by the Office of the Divisional Forest Officer, Kangsabati North Division, Purulia. Authority may accept or reject any tender without assigning any reason, whatsoever, and is not liable for any cost that might have incurred by a Bidder.
14. Refund of EMD :- The Earnest Money of all the unsuccessful Tenderers will be refunded through on receipt of application from the Office of the Divisional Forest Officer, Kangsabati North Division, Purulia.
15. The Earnest Money deposited by a successful Tenderer will be converted into Security Deposit and the balance amount for Security Deposit @ 8% of the Project Cost should be submitted as Demand Draft from any Nationalized Bank. Total 10% Security Deposit of Project Cost will be kept as Security Money for performance of work. No interest on Security Deposit will be paid by the Tender accepting Authority.
16. The willing tenderers may remain present at the time of Opening of Tenser.

#### OTHER TERMS AND CONDITIONS

17. 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
  - a. I have read and understood the meaning of the clauses mentioned in the tender notice no-in letter and spirit
  - 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. I case of any dispute, I vouch that, the decision taken by Divisional Forest Officer, Kangsabati North Division shall be final and on appeal, the decision taken by the Chief Conservator of Forests, South-West Circle, shall be final & binding upon me.
18. 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.
19. 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.
20. The undersigned reserves the right to cancel the tender, if necessary, without assigning any reason whatsoever.
21. 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.
22. The undersigned reserves the right to accept the tender only after verifying / testing the sample up to the satisfaction.
23. 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.
24. 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.

25. 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.
26. The work order will be issued to the successful contractor only after placement of fund by the Government or subject to availability of fund.
27. 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, Kangsabati North Division for extension of time for that period. The Division Forest Officer, Kangsabati North 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.
28. 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.
29. 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.
30. 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.
31. 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.
32. 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 b e as per the specification of the P.W. Dept/ P.H.E.
33. Statutory Deduction: Gross amount of the bill shall be inclusive of Income Tax, VAT/GST, Labour Welfare Cess and any other tax as applicable at the time of billing.
34. 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.

35. The successful tenderer will not assign any part of the work to any other contractor.
36. 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.
37. Rate offered in the estimate is the final and tenderer will not have any further claim.
38. 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.
39. 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.
40. The terms and conditions of this "Tender Notice inviting tender" is part and parcel of the contract form.
41. In case of any dispute in execution of the work or supply, an application may be made to the Divisional Forest Officer, Kangsabati North Division and the decision of the undersigned is final and binding.
42. Forest Department, or Kangsabati North 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.
43. Range officer or his authorized person/s shall have the discretionary power to deploy suitable laborers, preferably from among the FPCs concerned.
44. For betterment of the plantation, the undersigned or his authorized representative can put additional input/employ suitable laborers departmentally in the said plantation in excess of whatever mentioned in the estimate.
45. 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.
46. Payment shall only be made to the contractors after the Range Officer concerned, certifies so ensuring the quality of the work and implementation of the works as per estimates and plan subject to overriding power of the undersigned in this regard.
47. Please follow annexure carefully during submission of tender.

Sd/-

Divisional Forest Officer  
Kangsabati North Division  
Purulia

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

Name :

Address :

Tender Notice No.

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

Bank details (A/c No., IFSC 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 with date .....

## TECHNICAL BID FORMAT

### Form IA-General Information about the Organization

SI No	Particulars	Details to be furnished
<b>Details of the Bidder (Organization )</b>		
1	Name	
2	Address	
3	Telephone/Mobile No.	
4	Email	
5	Fax	
6	Website	
<b>Details of Authorized Person</b>		
7	Name	
8	Address	
9	Telephone/Mobile No.	
10	Email	
<b>Information about the Organization</b>		
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)

SI N o	Name of the Custom er	Projec t Name	Brief narration of the type of work implemente d	Star t Dat e	End Dat e	Contact Value (only net checked amount issued by authorit y	Financial year of the completi on of the work	Supportin g document s against the completi on report ( Yes/No)	Whether Successfull y completed	Address &Phone no. of the work completi on issuing authority.

\* Any work of done in forest department can be included.

Signature of the Tenderer with date



(Annexure-III)

**FINANCIAL BID FORMAT**

Form II-A

Tender Notice No.	Item of works	Rate Quoted (Rs.)
(1)	(2)	(3)
Total		

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

Signature of the Tenderer with date

**S C H E D U L E - "A"**

**LIST OF WORKS AS PER TENDER NOTICE NO. WBFOR/DFOKND/43ET/2018-19 OF KANGSABATI NORTH DIVISION, PURULIA**

Project No.	Name of Project	Unit Cost	Location (Mouza)	Unit	Project Cost	Earnest money 2% of Project cost	Security deposit 10% of the Project value	Price of Tender Paper
1	2	3	4	5	6	7	8	9
1	Construction of Trakers rest shed and conservation eco-guide centre	150000.00	Garpanchokot Mouza, Neturia Beat under Raghunathpur Range	1	150000.00	3000	15000	500.00
	<b>Grand Total :</b>				<b>150000.00</b>	<b>3000</b>	<b>15000</b>	<b>500.00</b>

**Sd/-**  
**(Amrita Dutta, IFS)**  
Divisional Forest Officer  
Kangsabati North Division  
Purulia