



GOVERNMENT OF WEST BENGAL
DIRECTORATE OF FORESTS
OFFICE OF THE DIVISIONAL FOREST OFFICER, HOWRAH DIVISION
DALMIA PARK, STADIUM COMPLEX, HOWRAH-711101.
Phone & Fax-2641-1772, e-mail : dfohowrah@gmail.com

Memo No.: 501 / 2-7(A) / 2019

Dated: 21/02/ 2019

**TENDER NOTICE NO.: 04 / HD / NG-ARAMBAGH of 2018-19
FOR QGS ADVANCE NURSERY WORK-2019.**

Creation of plantation is one of the prime works of Forest Department. Creation of good quality plantation in turn depends on good quality seedlings and good soil works. Thus, in pursuance to the G.O No-5400-F(Y) dt 25/6/12 and its subsequent amendment No-2254-F dt 24/4/14, the Divisional Forest Officer Howrah Division, on behalf of the Governor of West Bengal, invites tender from bonafide, resourceful persons/agencies/companies/suppliers/contractors, including consortium and partnership firms for carrying out the following works at Arambagh Range as per following in the tables below. .

A. List of Work(s):

Sl. No.	Name of work	Tender Fees & EMD Payable to	*Estimated Amount (Rs.)	*Amount of Earnest Money (2% of estimated value) (Rs.)	Cost of tender documents (Rs.)	Period of Completion of the work
1.	Advance work of Nursery at Arambagh Range, Howrah Division - NLP/16 plantation under Namami Gange Scheme - 5 Hac	*Tender Fees and Earnest Money through DD/ Bankers Cheque with any nationalised bank	1,41,250/-	2,825/-	Rs. 750/- (Seven Hundred and fifty only)	Up to 15 th July 2019
2.	Advance work of Nursery at Arambagh Range, Howrah Division - NLP/16 plantation under Namami Gange Scheme - 5 Hac					

*Tender Fees and Earnest Money in the form of Bankers Cheque (Demand Draft) drawn with any nationalised bank shall be submitted physically to the Office of the Divisional Forest officer, Howrah, as per clause B, Schedule of dates.

** Estimated amount is inclusive of all statutory Taxes & Cess, rate should be quoted as per NIT.

There is no exemption of any kind for any of the eligible contractors towards cost of tender document fee or EMD.

B. Schedule of Dates:

Sl. No.	Item	Date
1	Date for Issue of Tender Form	22/02/2019 from 11.00 a.m.
2	Last Date of purchase of Tender form	01/03/2019 up to 5.00 p.m.
3	Date for submission of Tender paper	22/02/2019 (11.00 a.m.) to 01/03/2019 (5:00 p.m.)
4	Date of Opening of Technical Bid	05 /03/2019 at 12:00 noon.
5	Date of opening of Financial Bid	05/03/2019 at 1.00 p.m. (after opening of Technical Bid)

TABLE -I

1	Office from where the Tender Paper / Form can be purchased.	Office of the Divisional Forest Officer Howrah Division Dalmia Park, Stadium Complex, Howrah-711101
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SCHEDULE -I

Item	Amount	Instrument
Cost of Tender paper (each)	Rs. 750/- (Seven Hundred and fifty only)	GRIPS
Amount of Earnest Money	Rs.2825/- (Rupees two thousand eight hundred twenty five) only	Demand Draft
Amount of Security Deposit	10% (Ten Percent) of the contracted value of work.	Demand Draft

GENERAL TERMS AND CONDITIONS

1. Cost of Material includes loading, unloading, fitting, fixing and carriage up to site.
2. Before quoting rate the place of work to be visited by the Tenderer.
3. **Procurement of Tender Paper-** The intending bidders must apply for the tender paper to the office in plain paper or in their own letter head along with self attested Xerox copy of address proof, PAN, GST Registration. The cost of tender paper shall be **Rs. 750/- (Seven Hundred and fifty only)**. Tenderers should specially take note of all the addendum / corrigendum related to the Tender.
4. **Submission of Tender Paper-**The tender shall be required to be submitted in sealed cover, by name, and not by official designation, in favour of **Sh. Somnath Sarkar, WBFS, Divisional Forest Officer, Howrah Division**, super scribing the Tender Notice Number. The sealed envelope should consist of another two sealed envelopes viz-

- A. **Technical Bids and Other Document and**
- B. **Financial Bid**

- A. **The Technical Bid** should consist of following document - Paper related to company/bidder's Details such as :

Copy of Last Income tax Submission Certificate, Copy of Last VAT submission certificate, Copy of PAN, GST Registration, Receipt of Purchase of Tender Paper, Receipt of submission of EMD deposit (Original), Details of Financial Credentials, Affidavit (Y): The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded, debarred or blacklisted during the last 3 (*three*) years by any Government or PSU. Such abandonment or rescission will be considered as disqualification towards eligibility. A declaration in this respect through affidavit has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non-responsive and be submitted along with technical bid.

Work credential as per schedule to any Government Department, Zilla Parishad, Government undertaking / Statutory Bodies constituted under the statute of the Government during within last three financial years including current financial years should also be submitted. The work credential should be of similar nature in as per the tender notice implemented in a particular financial year.

B. The Financial Bid should be submitted in prescribed format attached with the tender paper. The financial bid should be inclusive of all taxes. The tender paper should be submitted in the tender box specifically earmarked for the purpose. Tender paper submitted otherwise shall not be accepted under any circumstances. Further, no extension of time of submission of tender paper shall be entertained under any circumstances and the tender box shall be sealed after laps of due time and shall be opened on due time in presence of the bidders as they remain present.

5. Earnest Money Deposit (EMD):

- A. **A. Mode of Payment:** (a) "Earnest Money Deposit (EMD)" @ 2% of total Tender amount must be submitted in the form of Demand Draft (DD) of any Nationalized Bank of India / any authorized banks & banks included in Finance Dept Memo no 6426-F(Y) Kolkata 25/7/12 , Memo no 7791 F(Y) dt 9/11/2015 & other orders thereof in favour of the **Divisional Forest Officer, Howrah Division** payable at Howrah, Dist. **Howrah**. Payment in any other form e.g. Cheque, NSC, KVP etc will not be accepted and the same must be enclosed with the Tender Form in Original & without it, Tender Form will not be accepted by the undersigned.
- B. **Refund of EMD:** The EMD of the unsuccessful Tenderers deposited in favour of "**Divisional Forest Officer, Howrah Division**" will be refunded without any interest on receipt of application addressed

to the Divisional Forest Officer, Howrah Division, Howrah, from Tenderers as per relevant Govt. Rules.

- C. The Earnest Money of all other tenderers shall be refunded after release of acceptance letter in favor of the qualified lowest bidder on receipt of application from tenderers, except the bidder who is awarded the contract work EMD shall be retained as until signing of an agreement, submission of Security Deposit and issue of work order.
6. **Pattern of Bid**-Two bid system of submission of tender shall be followed. Financial bids of the bidders shall only be opened if the intending bidders pass in the technical bid to be decided by the tender committee constituted for the purpose. Technical bid should consist of Paper related to company/bidder's Details such as Copy of Last Income tax Submission Certificate, Copy of Last VAT submission certificate, Copy of PAN, GST Registration, Receipt of Purchase of Tender Paper, Receipt of submission of EMD deposit (Original), Details of Financial Credentials, Affidavit (Y): The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded, debarred or blacklisted during the last 3 (*three*) years by any Government or PSU. Such abandonment or rescission will be considered as disqualification towards eligibility. The value put under tender is inclusive of all taxes.
7. **Credential / Eligibility Criteria** - It consists of two parts - A. Experience of implementing similar nature of job & B. The requisite assessment of financial potential of the bidders.
- A. Experience of implementing similar nature of job - The intending bidders must be having experience in implementing the same nature of jobs i.e., the intending bidders must have experience of creating plantation works/Nursery works /Nursery related construction works. Intending bidders are required to submit a write up not more than 500 words describing the procedure of creating plantation.
- B. The requisite assessment of financial potential of the bidders -The intending bidders must be having at least 80% of the estimated cost as financial credentials for a single contract, to be calculated for particular financial year which one is maximum (Not more than 3 years' old). Requisite documents such as PAN, VAT, GST License etc as applicable as per existing rules, must be submitted in the technical bids.
8. **Time to complete the work**- Successful bidder shall have to complete the 1st part of work within 15th of July 2019. No extra time will be allowed as this is a time bound work.
9. **Submission of Financial Bid**- financial bid shall be required to be submitted in a separate sealed cover within the bigger sealed cover super scribing the Tender Notice No etc as per prescribed format. Rate shall be quoted as **percentage (above / below / at par) in words & in figures**. Undersigned does not always bind herself to accept the lowest rate and not bound to give any reason for the same. The Sample Testing committee may examine and ascertain the work and accordingly the Tender committee and Sample Testing committee will recommend and final decision may be taken.
10. **Security Deposit:**
- a) 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, **Security Deposit which is 10% (Ten Percent)** of the contracted value of work shall have to be deposited in form of Demand Draft (DD) of any Nationalized Bank of India / any authorized banks & banks included in Finance Dept Memo no 6426-F(Y) Kolkata 25/7/12 ,Memo no 7791 F(Y) dt 9/11/2015 & other orders thereof in favour of the **Divisional Forest Officer, Howrah Division** payable at Howrah, Dist- **Howrah**. Failure in depositing this amount shall render the contract liable to termination without reference to the contractor and in such case. After submission of Security Deposit an agreement as per given format shall have to be signed on Stamp Paper (cost of Stamp Paper shall be borne by tenderer) and signed agreement shall have to be notarized from Public Notary. After that formal work order will be issued.
- b) Security Deposit will be released without any interest on receipt of application addressed to the **Divisional Forest Officer, Howrah Division, Howrah**, from Contractor after laps of Security Period / Maintenance period - i.e. three (03) months after installation/ completion of the work **subject to verification of Survival Percentage of the stock. Less than Survival stock 95% would result in forfeiture of the Security deposit.**
- c) **Maintenance Period:** The Contractor will be liable to maintain the work at the appropriate service level to the satisfaction of the **Divisional Forest Officer, Howrah Division, West Bengal** at his own cost for a period of Security Period/Maintenance period: one (01) month after 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 maintenance.

11. Validity of the tender will be 01 (one) year (365 days) from the date of submission of the tender or up to the end of financial year, as may be decided by the appropriate authority.
12. The undersigned reserves the right to place work order for supply as per availability of fund.
13. The undersigned reserves the right to cancel the tender, if necessary, without assigning any reason whatsoever.
14. **The Divisional Forest Officer, Howrah Division has right to change the Design and Estimate at any time (even during execution) and the Contractors should follow the revised drawings and estimate and construct work as per accepted rates.**
15. 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.
16. 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.
17. Safety security of labours and others at the place of work is the responsibility of the tenderer and no claim of compensation/medical treatment can be lodged with the Forest Department in case of any injury /death of any person.
18. The tenderer will submit bills in triplicate with a copy of work order bank details supply challan duly signed through the Forest Range officer, Arambagh Range. The Forest Range Officer will forward the same to the undersigned with WMNB reference, duly checked by Gazetted Assistant of Howrah Division.
19. The work order will be issued to the successful contractor only after placement of fund by the Government.
20. 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, Howrah Division for extension of time for that period. The Divisional Forest Officer, Howrah Division at his/her 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.
21. 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.
22. 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.
23. 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.
24. **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 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 prevailing legislature. Rate should be quoted as per this.**
25. The successful tenderer may not assign any part of the work to any other contractor.
26. 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.

27. Rate offered in the estimate is the final and tenderer will not have any further claim.
28. 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.
29. 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.
30. The terms and conditions of this "Tender Notice inviting tender" is part and parcel of the contract form.
31. In case of any dispute in execution of the work or supply, an application may be made to the Divisional Forest Officer, Howrah Division and the decision of the undersigned is final and binding.
32. The quality of the supplied material shall be checked by the Sample Checking Committee or the Range officer primarily or by his authorized person. Poor quality of the materials supplied shall not be accepted at any case it shall be the discretionary authority of the Range Officer or ADFO or undersigned with over writing power as per hierarchy to cancel the supply outright. In that case fresh material is required to be supplied mentioning the quality.
33. Work order shall only be issued when the administration approval and financial sanction from appropriate authority.
34. As far as possible, unskilled workers shall be engaged from the local areas in which the work is being executed.
35. The Contractor shall comply with all State and Central Laws, Statutory Rules, Regulations, etc., such as The payment of Wages Act, The Minimum Wages Act, The Workmen's Compensation Act, The Employer's Liability Act, The industrial Disputes Act, The Employees' Provident Fund Act, Employees' State Insurance Scheme, the Contract Labour (Regulations and Abolition Act, 1970) and other Acts, Rules and Regulations for labour as may be enacted by the Government during the tenure of the Contract and having force or jurisdiction at site. The contractor shall give to the local Governing Body, Police and other concerned Authorities all such notice as may be required under law.
36. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 (d) Indian Forest Act, 1927 & Amendments (e) Wildlife (Protection) Act 1972 & Amendments of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.
37. The Contractor, in the event of his engaging 20 or more workmen, will obtain independent license under the Contract Labour (Regulations and Abolition Act, 1970) from the concerned authorities based on the certificate (Form-V) issued by the principal employer.
38. The contractor shall pay all taxes, fees, license charges, deposits, duties, tolls, royalty, commissions or other charges which may be leviable on account of any of his operations connected with this contract. In case the Tender Inviting Authority makes any such payment, it shall be recovered from the contractor bill.
39. The contractor shall be responsible for the provision of health and sanitary arrangements more particularly described in the Contract Labour (Regulations and Abolition Act, 1970) and safety precautions as may be required for safe and satisfactory execution of the contract.
40. **SITE DRAINAGE** : All water including sub-soil water which may accumulate on the Site during the progress of the works or in trenches and excavations, including monsoon period shall be removed by the contractor from the Site to the satisfaction of the Engineer

41. During scrutiny, if it comes to the notice of the Tender Inviting Authority that the credential or any other paper found incorrect / manufactured / fabricated / fake, such Tenderer bids shall be rejected without any prejudice bids, bidder would not be allowed to participate in the tender.
42. The Divisional Forest Officer, Howrah Division, Government of West Bengal reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
43. The contractor's any of the documents on verification if found incorrect / manufactured / fabricated / fake or false in that case awarded contract work liable to be terminated with imposition of penalties or penalized as deemed fit. The balance work shall be awarded on risk and cost basis tender.
44. The Divisional Forest Officer, Howrah Division's decision shall be final and binding to follow in case of any discrepancy arises between two similar clauses contained in contract agreement.
45. Materials will have to be procured by the contractors by themselves following the standard & specifications of PWD/PHE Schedules of the district, subject to the approval of the undersigned or his authorized Officers.
46. The contractor is liable to pay the skilled, unskilled and other labour wages as per existing rules. Local skilled Forest Protection committee members may be involved but is not mandatory.
47. Deduction of STDS, TDS, GST & Other tax etc, if applicable shall be made as per rule in vogue. **The tender value inclusive of all direct & indirect taxes** (VAT, Service Tax, Labour Welfare Cess, GST etc)
48. All these terms and conditions along with such other terms and condition as the undersigned deems fit shall from a part of the agreement which is required to be made by the successful bidder with the undersigned.
49. The cost of Tender paper / Form will be as per Govt. of WBs notification no. 452-A/PW/O/10C-35/10, Dt-26/07/2011.
50. Requisite license must be obtained for Labour Department after issuance of work order. No payment shall be made without production of the license.
51. In addition to above, before payment the following documents are required to be produced, if applicable,
 - a) Photocopy 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) Photocopy 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.

Sd/-
Divisional Forest Officer
Howrah Division

Memo No. : 501 (13)/ 2-7(A) / 2019

Dated.: 21 /02/ 2019

Copy forwarded for wide circulation & information to:-

1. The Principal Chief Conservator of Forests (HOFF), West Bengal
2. The Project Director, State Project Management Unit, Namami Gange Project, West Bengal
3. The Chief Conservator of Forests, Conservation & Extension, West Bengal.
4. The Conservator of Forests, Parks & Gardens Circle, West Bengal.
5. CA to The District Magistrate, Howrah, with a request to display in Notice Board
6. The Secretary, Howrah Zilla Parishad, with a request to display in Notice Board
7. CA to The District Magistrate, Hooghly, with a request to display in Notice Board

8. The Secretary, Hoghly Zilla Parishad, with a request to display in Notice Board
9. The Assist. Divisional Forest Officer, Howrah Division, with a request to inform all Tender Committee members to be present during opening of the tender and evaluate it.
10. The Head Clerk, Howrah Division.
11. The Budget & Accounts Section.
12. All Range Officers (Territorial), Howrah Division.
13. Notice Board, Howrah Division.

Sd/-
Divisional Forest Officer
Howrah Division

Estimate for Advance Nursery Work for 2019 Namami Gange Plantation

<u>Description</u>	Unit	Quantity	Rate	Amount (Rs.)
Labour				
1. Survey & demarcation of the nursery area	man-day	1	235	235
2. Cleaning the nursery site by bush cutting/burning and removing debris	man-day	4	235	940
3. Making Nursery fencing	man-day	3	235	705
4. Preparation of mother beds	man-day	2	235	470
5. Preparation of Polypot beds	man-day	4	235	940
6. Collection of seeds	man-day	2	235	470
7. Sowing of seeds in mother beds	man-day	2	235	470
8. Mixing of Good earth with Cowdung manure	man-day	2	235	470
9. Filling up polypot with cowdung and good earth mixture	man-day	5	235	1175
10. Pricking out the sprouted seedings and transplanting to polypot beds	man-day	4	235	940
11. Weeding, Cleaning mother beds and polypot beds	man-day	4	235	940
12. Watering the seedings	man-day	5	235	1175
13. Sorting & Shifting of seedings two times	man-day	4	235	940
Material				
14. Cost of Polypots	LS	0	1	400
15. Cost of cow dung manure for applicationn in the nursery	LS	0	1	500
16. Cost of good earth for applicationn in the nursery	LS	0	1	800
17. Cost of Rope/tin/watering can/bamboo/thatch etc.	LS	0	1	400
Total for 1 ha				11970
Add GST 18%				2155
Total for 1 hac				14125

Total for 10 Hac

141250

(Rupees one lakh forty one thousand two hundred fifty) only

Sd/-
Divisional Forest Officer
Howrah Division

ANALYSIS OF THE ESTIMATES

1. This is the preparatory advance work estimates for raising Quick Growing Species (QGS). The estimate mainly consists of supply of materials such as polypot, dry cow dung manure, good earth, compost etc. Tender Committee shall examine the matter and decision of the tender committee shall be final and binding in this

regard. Supplied cow dung must be dry and must be as per specification of the concerned range Officer; however, final decision shall be taken by the Tender Committee. Same is applicable in case of supply of coarse sand and Neem Oil Cake dust. All the supplied materials shall be returned, if those differ from the sample supplied before actual supply. It is again reiterated that, the decision of Tender Committee in this regard shall be final and binding.

2. The estimate is indicative in nature. Thus, it might be so that some of the items mentioned in the estimates do not require to be implemented in the field and some of the items need to implement more than once, repeated or enhanced as per field requirements. Thus the Intending bidders need to quote rate accordingly and will have to follow the instructions of Forest Officials only which will have the liberty to change the inner items mentioned in the estimates, without changing the rate or the amount of that particular item. Intending bidder/s is/are expected to have that flexibility.
3. Payment shall be made to the successful bidders only for those items which he/she has carried out at field on pro rata basis as per the rate offered by the L1 & as per the instructions of the concerned Range Officers or his authorised persons or his superior authority. Each item of the estimates has a definite time line, beyond which the item is very difficult to be implemented in the field. Thus , any item, which is not possible to be implemented in the field within due time, can only be implemented after having due permission in this regard from the appropriate authority. Successful bidders are required to prepare bill for making payment accordingly.
4. Rate Quoted below 15% shall be subject to rate analysis which shall require to be provided based on technical grounds to be ascertained by the Tender Committee constituted for the purpose. Rate analysis which is not technically viable shall not be accepted at this end and the candidature of the contractor concerned shall liable to be cancelled at once.
5. From the above analysis, it follows logically that R.A bills shall be admissible in this regard.
6. **Choice of species: Quick Growing Species (QGS) like, Kadam, Siris, Akashmoni, Rain tree etc as per the direction of the Tender Inviting Authority.**

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

Name :

Address :

Tender Notice No.

Financial Credential (as mentioned in the tender notice)

Bank details (Current 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

Sl. No.	Particulars	Details to be furnished

Details of the Bidder (Organization)

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

Details of Authorized Person

7	Name	
8	Address	
9	Telephone/Mobile No.	
10	Email	

Information about the Organization

11	Status of Organization (Proprietorship/Partnership/Public Ltd/Pvt. Ltd/ Co-operative Society etc.)	
12	Details of Registration of Organization	Date: Ref:
13	Number of Professionals in position in the organization	
14	Locations and address of offices	
15	Service Tax Registration Number	
16	VAT Registration Number(Enclosed latest VAT Return)	
17	Professional Tax Registration Number	
18	Income Tax PAN Number	
19	Details of any other Licenses/Registration (Copy to be enclosed)	

Signature of the Tenderer with date

(Annexure-III)

Form I-B "Summary of Credential " (Year wise)

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

Signature of the Tenderer with date

(Annexure-IV)

FINANCIAL BID FORMAT

Form II-A

Estimated Amount (Rs)	Rate offered (% bellow / % above/ at par) in figure	Rate offered (% bellow / % above/ at par) in words
(1)	(2)	(3)
Rs. 1,41,250/- (Rupees one lakh forty one thousand two hundred fifty) only		

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

Signature of the Tenderer with Seal
& date

(Annexure-V)

AFFIDAVIT - Y

(To be furnished in Non-judicial stamp paper of appropriate value duly notarized)

- (I) I, the undersigned do certify that all the statements made in the attached documents are true and correct. In case of any information submitted, proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the undersigned.
- (II) The undersigned also hereby certifies that neither our firm M/s_____ nor any of 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 nor abandoned any of their contracts.
- (III) The undersigned would authorize and request any Bank, person, Firm, or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Divisional Forest Officer, Howrah Division, W.B. herein referred to as the e-Tender Inviting & Accepting Authority, to verify this statement.
- (IV) The undersigned understands that further qualifying information may be requested and agrees to furnish any such information at the request of the e-Tender Inviting & Accepting Authority.
- (V) Certified that I have applied in the e-Tender in the capacity of individual/as partner of a firm & I have not applied severally for the same job.

Date:_____

Signature of authorized officer of the firm:_____

Title & Capacity of the officer:_____

Name of the Firm with Seal:_____