



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



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**E-TENDER NOTICE NO. WBFOR/DFORUP/ENIT\_02/SPAP OF 2018 -19**  
**OF THE DIVISIONAL FOREST OFFICER, RUPNARAYAN DIVISION,**  
**CREATION & MAINTENANCE OF NURSERY SEEDLINGS.**

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Traditionally Rupnarayan Division is one of the pioneer divisions in raising plantations in south West Bengal. With the introduction of New Financial Management System, it has become mandatory to carry out the majority of development works either through tender or through quotations. Thus, In pursuance to the G.O No-5400-F(Y) dt 25/6/12 and its subsequent amendment No-2254-F dt 24/4/14, the Divisional Forest Officer RUPNARAYAN Division , Rangamati, Midnapore, on behalf of Governor of West Bengal, invites cluster wise e-tender from bonafide, resourceful suppliers/contractors for carrying out the following works at various Ranges of Rupnarayan Division as per following location details & estimates.

**LOCATION DETAILS FOR CREATION OF NURSERY SEEDLINGS**

Cluster	Range	Location	No of Seedlings to be Created	Estimated Cost	EMD (2 % of the Estimated Cost)	Security (5% of Offered rate)	Remarks
1	Garbeta	Dhadhika	40000	970000	19400		This is production of addl seedlings apart from plantation target.
2		Chawkparbati	40000	970000	19400		
3	Amlagora	Hq	40000	970000	19400		
4		Patrisole	40000	970000	19400		These seedlings to be raised within the existing funds provided for plantation adv,creation & maintenance
5		Rashkundu	40000	970000	19400		
6	Hoomgarh	Hq	40000	970000	19400		
7		Amlasuli	40000	970000	19400		
8	Mahalisai	Hq	40000	970000	19400		Required for buffer stock, gap infilling, and casualty replacements
9	Goaltore	Hq	40000	970000	19400		
10		Barpatasole	40000	970000	19400		
11	AFR	Divn Hq	40000	970000	19400		

**LOCATION DETAILS FOR MAINTENANCE OF NURSERY SEEDLINGS**

Cluster	Range	Location	No of Seedlings to be Maintained	Estimated Cost	EMD (2 % of the Estimated Cost)	Security (5% of the Offered rate)	Remarks
12	Garbeta	Dhadhika	50000	940000	18800		This is production of addl seedlings apart from plantation target.  These seedlings to be maintained within the existing funds provided for plantation adv,creation & maintenance
13		Chawkparbati	50000	940000	18800		
14	Amlagora	Hq	50000	940000	18800		
15		Patrisole	50000	940000	18800		
16		Rashkundu	50000	940000	18800		
17	Hoomgarh	Hq	50000	940000	18800		
18		Amlasuli	50000	940000	18800		
19	Mahalisai	Hq	50000	940000	18800		
20	Goaltore	Hq	50000	940000	18800		
21		Barpatasole	50000	940000	18800		
22	AFR	Divn HQ	50000	940000	18800		Required for buffer stock, gap infilling, and casualty replacements

**MODEL ESTIMATE FOR CREATION OF NURSERY SEEDLINGS**

<b>No of Seedlings- 2000/Ha</b>	<b>Wage Rate-234/MDs</b>
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Sl No	Item of Works	Unit	Rate (Rs)	Qty	Amount (Rs)
1	Collection of seeds from various earmarked plus tree seed sources as per the availability of the seeds including hire charges of labour all complete in all respect	KG	30	20	600
2	Preparation of Mother Bed / Polypot Beds as per the requirements including hire charges of labour all complete in all respect	No	1.5	2000	3000
3	Pricking up the seedlings in poly pot beds or transfer the seedlings in Bigger/New Poly Pot Beds including hire charges of labour all complete in all respect	No	1.25	2000	2500
4	Sorting, Shifting and Grading of the seedlings including hire charges of labour all complete in all respect- Total 12 times in a year	Month	800	12	9600
5	Watering to the seedlings throughout the year expect during rainy season including hire charges of labour all complete in all respect	Month	1000	10	10000
6	Application of Organic and Inorganic manure in 2000 Seedlings including hire charges of labour all complete in all respect	No	1	2000	2000
7	Application of Insecticide and fungicide in 2000 seedlings including hire charges of labour all complete in all respect	No	1	2000	2000

8	Preparation of Proper Potting media to be applied in both poly pot and mother beds by admixture fo dry cowdung, Coarse sand, Good earth, Neem Oil Cake, Compost etc including hire charges of labour all complete in all respect	No	1.25	2000	2500
	<b>Material Procurement</b>				
10	Suppy of dry cowdung manure up to the site including carriage of the materials including loading and unloading and hire charges of labour all complete in all respect	M3	900	2.5	2250
11	Supply of Coarse Sand up to the site including carriage of the materials including loading and unloading and hire charges of labour all complete in all respect	M3	800	1.5	1200
12	Supply of good earth up to the site including carriage of the materials including loading and unloading and hire charges of labour all complete in all respect	M3	200	1.5	300
13	Supply of compost up to the site including carriage of the materials including loading and unloading and hire charges of labour all complete in all respect	KG	20	40	800
14	Suppy of admixture of organic and inorganic manureup to the site including carriage of the materials including loading and unloading and hire charges of labour all complete in all respect.	KG	25	100	2500
15	Suppy of insecticide and fungicide up to the site including carriage of the materials including loading and unloading and hire charges of labour all complete in all respect.	Ltr	50	50	2500
16	Cost of supply of poly pots of either 4x6" or 8x8" including carriage and loading and unloading all complete in all respect.	Kg	200	5	1000
17	Suppy of other Nursery materials such as rope , tin, can etc up to the site including carriage of the materials including loading and unloading and hire charges of labour all complete in all respect	LS			100
	<b>Total</b>				<b>42850</b>
	Add Contingency not exceeding 3% of total				79.50
	Add GST @ 12%				<b>5142</b>
	Add labour Cess @ 1%				<b>428.5</b>
	<b>Grand Total</b>				<b>48500</b>
	<b>Rate for 1 (single ) seedling</b>				<b>24.25</b>

**MODEL ESTIMATE FOR MAINTENANCE OF NURSERY SEEDLINGS**

	No of Seedlings- 2000/Ha		Wage rate-234/MDs		
Sl No	Item of Works	Unit	Rate (Rs)	Qty	Amount (Rs)
1	Sorting, Shifting and Grading of the seedlings including hire charges of labour all complete in all respect- Total 12 times in a year	Month	800	12	9600
2	Watering to the seedlings throughout the year expect during rainy season including hire charges of labour all complete in all respect	Month	1000	10	10000
3	Application of Organic and Inorganic manure in 2000 Seedlings including hire charges of labour all complete in all respect	No	1	2000	2000
4	Application of Insecticide and fungicide in 2000 seedlings including hire charges of labour all complete in all respect	No	1	2000	2000
5	Preparation of Proper Potting media to be applied in both poly pot and mother beds by admixture fo dry cowdung, Coarse sand, Good earth, Neem Oil Cake, Compost etc including hire charges of labour all complete in all respect	No	1.25	2000	2500
	<b>Material Procurement</b>				
6	Suppy of Dry Cowdung Manure up to the site including carriage of the materials including loading and unloading and hire charges of labour all complete in all respect	M3	900	1	900
7	Suppy of compost up to the site including carriage of the materials including loading and unloading and hire charges of labour all complete in all respect	KG	20	40	800
8	Suppy of admixture of organic and inorganic manure up to the site including carriage of the materials including loading and unloading and hire charges of labour all complete in all respect	KG	25	100	2500
9	Suppy of insecticide and fungicide up to the site including carriage of the materials including loading and unloading and hire charges of labour all complete in all respect	Ltr	50	50	2500
10	Cost of supply of poly pots of either 4x6" or 8x8" including carriage and loading and unloading all complete in all respect	Kg	200	2	400
	<b>Total</b>				<b>33200</b>
	Add Contingency not exceeding 3% of total				84
	Add GST @ 12%				<b>3984</b>
	Add labour Cess @ 1%				<b>332</b>
	<b>Grand Total</b>				<b>37600</b>
	<b>Rate for 1 (single ) seedling</b>				<b>18.80</b>

## ANALYSIS OF THE ESTIMATES

1. 2 (TWO) types of model estimates are given above. The estimates are inclusive of GST, all statutory taxes and deductions and contingency on which successful bidders shall not have any claim unless specifically provided to the bidders by appropriate authority. Every item in the estimates has a definite weightage in the total amount. The offered rate shall be calibrated accordingly.
2. For availing the GST, Bills incorporating GST amount are required to be prepared. No GST amount shall be provided to the successful bidder, if the bills are not prepared incorporating GST. GST shall also not be paid to the successful bidder/s if the god or services to be provided with are having 0% GST. Deduction of GST amount shall also be on the similar line subject to specific rules/G.Os regarding the matter, for the time being in vogue.
3. Successful bidders can carry out the works as per estimate, either by deploying labourer or through mechanized manner. But, whenever labourers are engaged, the same should be as per direction of the concerned Range Officer or his authorized person. Priority should be given to the members of JFMCs concerned in this regard. Minimum Wage, as per latest Minimum Wage Act shall have to be paid to the labourer so engaged.
4. The estimate is indicative in nature. Thus, it might be so that some of the items mentioned in the estimates do not require to be implemented in the field and some of the items needs to implemented more than once, repeated or enhanced as per field requirements. Thus the successful bidders must be in preparedness to act accordingly, as per direction of the concerned range Officer.
5. Payment shall be made to the successful bidders only for those items which he/she has carried out at field as per the instructions of the concerned Range Officers or his authorised persons or his superior authority. Each item of the estimates has a definite time line, beyond which the item can't be implemented in the field. Thus any item which is not possible to be implemented in the field within due time, can only be implemented after having due permission in this regard from the appropriate authority. Successful bidders are required to prepare bill for making payment accordingly.
6. From the above analysis, it follows logically that R.A bills, Part Bill, Item wise shall be admissible in this regard. Further, the bill shall never exceed the accepted offered rate. Bills should be prepared based on actual offered rate and actual works implemented in the field. However, the Bill can be less than the offered rate depending on the actual works implemented in the field.

## SCHEDULE OF DATES

TYPE	DATE
Date of uploading of N.I.T & Other document (Online Publishing Date)	<b>22/05/2018 05.00 PM</b>
Document Download Start date.	<b>22/05/2018 05.00 PM</b>
Bid submission <b>Start date</b> Online	<b>22/05/2018 05.00 PM</b>
Last date for submission of uploaded copies of Tender documents ( <b>Offline</b> )	<b>07/06/2018 up to 5.00 PM</b>
Bid submission <b>Closing date</b> (Online)	<b>08/06/2018 up to 5.00 PM</b>
Bid Opening date for <b>Technical Bid</b> (Online)	<b>11/06/2018</b>
Date of uploading of list of Technically qualified bidders ( <b>Online</b> )	<b>11/06/2018</b>
Date of uploading of final list of technically qualified bidders after disposal of appeal (Online)	<b>To be Notified in due course</b>
Date of Opening of <b>Financial Bids</b> (Online)	<b>To be Notified in due course</b>
Website from where the tender can be seen	<b>1) Website of Directorate of Forest , Government of West Bengal. 2) District Portal, Paschim Medinipur. 3) e- procurement portal, Government of West Bengal.</b>

## GENERAL TERMS AND CONDITIONS

1. In some case, the location may also vary/changed depending on the field situation. Payment shall be made on pro rata basis based on the rate offered by the successful bidder, in that case.
2. **Pattern of Tender-** Invitation of tenders are indicative in nature. It is being floated in anticipation of administrative approval and subsequent financial sanction. In case of non availability of such approval the tender shall be cancelled outright without assigning any further causes. Cost of the tender papers, if any, is non refundable in nature. No prayer, in case of such cancellation, shall be entertained under any circumstances. In case of the requisite approval from appropriate authorities also, work order to the successful bidders shall only be issued when fund will be placed and which shall be free from any other encumbrances.
3. **Procurement of tender paper-** The tender paper shall have to be procured from e procurement portal, Govt of West Bengal. The intending bidders may also visit the official website of Forest Directorate for information. Intending Bidders are required to procure the tender for each cluster. **The cost of tender paper for each cluster is Rs 1000/ ( One Thousand Only) to be deposited through ICICI Bank payment gateway either by using internet banking or through NEFT/RTGS as mentioned in the G.O No- 3975-F(Y) dt 29/07/16 and subsequent G.O No-2365-F(Y) dt 12/04/18**
4. Tender should be submitted by name in favour of **Sri Arnab Sengupta, WBFS, Divisional Forest Officer, Rupnarayan Division** and not by official designation only. The tender shall be made in two bid system viz- technical bid and financial bid. Following folders are required to be uploaded with a single folder superscripting technical bid
  - a. Company information folder- related all information including audit report etc
  - b. Financial Credential folder- All experiences related to similar nature of job. Only work completion reports with an abstract mentioned in the annexure-II
  - c. Folder related to company hierarchy and technical personThe technical bids must not contain any pricing information under any circumstances. In such case the tender shall be liable to be canceled.
5. **Submission of Tender-** In general, the tenders are allowed to participate in maximum 3 (Three) clusters. The technical bids thus submitted by the intending bidders shall be scrutinized by the tender committee constituted for the purpose, based on 2 grounds- a. The experience of the intending bidders & b. The financial credential submitted for the purpose.
6. **Technical Bid-** Technical Bid Should be submitted in separate folder other than financial bid. Clearly 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 VAT, P TAX, License/Registration as applicable, additional information if any, shall also be submitted in the folder. The other credential like company details, machinery, technical persons, other technical knowhow, as applicable, shall be required to be submitted. The Technical bid must not contain any pricing information. The address and Contact No. of the bidder should be clearly written on the envelope.
7. **Financial Bid-** Financial Bid will not be opened unless the information and documents provided in the Technical Bid are as per the eligibility criteria and as per satisfaction of the undersigned.
  - a. The financial bid should also be submitted in a separate cover super-scribed as **Financial Bid** & “Tender Notice No. and cluster no. The bid should mention in both number & words. and words “should be written in bold letters.
  - b. Address and contact No. of the Bidder should clearly written on the cover.
  - c. Financial Bid format is given in Form IIA.

- d. The Bank details of the tenderers must be mentioned in the Form IIA for making payments on line. This is obligatory.
  - e. Financial bid must be inclusive of all taxes.
  - f. 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.
8. **Eligibility Criteria-** It consists of two parts- A. Experience of implementing similar nature of job , B. The requisite assessment of financial potential of the bidders & C. Duration of completion of the job of similar nature.
- i. Experience of implementing similar nature of job – The intending bidders must be having experience in implementing the same nature of jobs ie, the intending bidders must have experience of creating plantation works. Intending bidders are required to submit a write up not more than 500 words describing the procedure of creating plantation. The same should be supplemented by the certificate issued by any Divisional Forest Officer or any higher officers of Forest Directorate in this regards.
  - ii. 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 three contracts, to be calculated for particular financial year which one is maximum (Not more than 3 years' old). Requisite documents such as PAN, VAT, License etc as applicable as per existing rules, must be submitted in the technical bids.
  - iii. The duration of implementation of job is also very important. Intending bidders, who took longer time than the time schedule mentioned in the work order in case of similar nature of jobs, might not be considered at all, subject to the discretionary power of the undersigned.
- After assessment of the eligibility criteria a weightage will be provided against each technical bid in 1 to 10 points scale. Those who will score at least 7 points shall only be eligible to qualify the financial bid.
9. **Time to Complete the works-** Delay in completion of each item of works as mentioned in the estimate and as directed by the concerned Range Officer or his authorized person or any superior officer in the rank above Range officer, might attract the penalty to the contractors subject to the discretionary authority of the undersigned depending on the field situation and other requisite factors required to be considered in this regard.
10. **Submission of EMD and Security-** EMDs are required to be submitted as per guidelines mentioned in the G.O No-3975-F(Y) dt 29/07/16 and subsequent G.O No-2365-F(Y) dt 12/04/18 through ICICI Bank payment gateway either by using internet banking or by NEFT/RTGS. The procedure is mentioned below-
- a. Payment by NET BANKING ( Any linked bank) through ICICI Bank payment Gateway
    - ✓ On selection of net banking as payment mode, the bidder will be directed to ICICI Bank payment gateway web page 9(along with a string containing unique ID) where he will select the bank through which he wants to do the transaction.
    - ✓ Bidders will make the payment after entering his unique ID and password of the bank to process the transaction.
    - ✓ Bidder will receive a confirmation message regarding success/failure of the transaction
    - ✓ If the transaction is successful, the amount paid by the bidder will be credited in the respective pooling account of State Government/PSU/Autonomous body/Local body/PRI's etc maintained with the Focal Point Branch of ICICI Bank at R.N Mukherjee Road, Kolkata for collection of EMD/Tender Fee.
    - ✓ If transaction is a failure, then bidder will go back to step one and try again.

b. Payment through NEFT/RTGS

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

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

**OTHER TERMS AND CONDITIONS**

1. **An affidavit of 1 st Class Magistrate / Notary, duly signed by the intending bidders, declaring the following points shall be required to be submitted by the intending bidders along with the technical bid. If the affidavit is not submitted along with the technical bids, the tender submitted by the intending bidders shall be liable to be cancelled. However it shall be mandatory for the successful bidders to submit an affidavit of 1<sup>st</sup> class magistrate before signing of agreement and within 7 days from the date of issuance of offer/direction letter of submission of security deposit**
  - 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, Rupnarayan Division shall be final and on appeal, the decision taken by the Chief Conservator of Forests, Western Circle, shall be final & binding upon me.**
2. Validity of the tender will be 6 ( six ) months from the date of submission of the tender or up to the end of financial year, as may be decided by the appropriate authority.
3. The undersigned reserves the right to place order for work for supply up to 20% more or 20% less of the quantity mentioned in the schedule of the tender.
4. The undersigned reserves the right to cancel the tender, if necessary, without assigning any reason whatsoever.



5. The undersigned is not bound to accept the lowest rate quoted by the tenderer and he is not bound to assign any reason, whatsoever, for such non-acceptance.
6. The undersigned reserves the right to accept the tender only after verifying / testing the sample up to the satisfaction.
7. The undersigned or his representatives will inspect the works, take necessary measurement, and perform the required tests as and when required. The tenderers should render the required co-operation in this regard.
8. It shall be the discretionary power of the undersigned for accepting any prayer for part payment or not. In general no part payment prayer shall be entertained.
9. During the inspection by the undersigned or his representative, if the quality of the work / supply is not found up to the standard, the contractor/ supplier is bound to rectify the work or supply up to the satisfaction of the undersigned or his representative. Otherwise, the work order will be cancelled and the security deposit will be forfeited to the Govt. of West Bengal.
10. The work order will be issued to the successful contractor only after placement of fund by the Government.
11. No extension of time will be allowed for delivery / execution of the work. The Tenderer / contractor shall not be considered in default, if delay in delivery / execution occurs due to causes beyond his / her control, such as acts of God, natural calamities, civil wars, fire, strike, frost, floods, riot and acts of unsurpassed power. In the event of delay due to such causes, the tenderer may apply to the Divisional Forest Officer, Rupnarayan Division for extension of time for that period. The Division Forest Officer, Rupnarayan Division at his own discretion may extend for a length of time equal to the period of force majeure or such period as he think suitable for that or may be cancelled. Such cancellation would be without any liability whatsoever on the part of the undersigned.
12. Materials will have to be procured by the tenderers by themselves following the standard and specification of PWD/PHE Schedules of the district, or as per the specification as decided by the Range Officer concerned or his higher officer, subject to the approval of the undersigned or his Sub-ordinate officers. In case of any material supplied by the department, the cost of such material will be recovered from the contractor.
13. The tenderers are required to inspect the sites, site plans and specifications of the works before submission of the tender and future ignorance of any such item will not be entertained.
14. All works are required to be carried out as per plan and specification & estimate of the project subject to the modification by the undersigned at any point of time during execution of the work duly notified to the contractor/ supplier, within the project cost.
15. Royalty for any material, if obtained from Forest area, will have to paid by the contractor. Even if the material is procured from other Govt. Deptt's resources, the receipt for payment of such material must be shown and photo copies to be attached with the bill. Extra payment for such payment of Royalty etc. will not be entertained by the undersigned.
16. All tools & plants required for execution of the works should be procured by the contractor at his own cost. The standard of such tools & plants will be as per the specification of the P.W. Dept/ P.H.E.
17. Statutory Deduction : Income Tax, VAT, Labour Welfare Cess as applicable shall be deducted from the Gross amount of Bill.
18. In addition to above, before payment the following documents are required to be produced, if applicable.
  - a) Xerox copy of Labour license as per provision of "West Bengal Contract Labour (R&A) Act 1970" for execution of the scheme (original to be shown for verification).

- b) Xerox copy of DCR ( with RA Bill/Final Bill –in original to be shown for verification ) as a documentary evidence for payment of Royalty &CESS in Minor minerals or original Challan(s) carrying order (s) mentioning the name of Agency, Tender Notice No. & date received from Govt. Approved Lessee/ Permit holder.
19. The successful tenderer will not assign any part of the work to any other contractor.
  20. The successful tenderer may, however authorize any person to supervise the day to day work, attend the measurement when taken by the undersigned or by his authorized Officer and record his signature on the work measurement note books.
  21. Rate offered in the estimate is the final and tenderer will not have any further claim.
  22. The acceptance of the tender will be subject to the receipt of the approval of the higher authorities and availability of fund. The undersigned will not be responsible for any loss sustained by the tenderer in the event of non receipt of Government sanction.
  23. The payment of bill for any work will be made according to the availability of fund and approval of higher authorities wherever applicable and no claim to delay in payment will be entertained.
  24. The terms and conditions of this "Tender Notice inviting tender" is part and parcel of the contract form.
  25. In case of any dispute in execution of the work or supply, an application may be made to the Divisional Forest Officer, Rupnarayan Division and the decision of the undersigned is final and binding.
  26. The cost Tender paper / Form will be sold as per Govt. of WBs notification no. 452-A/PW/O/10C-35/10, Dt-26/07/2011.
  27. Requisite license must be obtained for Labour Department after issuance of work order. No payment shall be made without production of the license.
  - 28. Forest Department, or Rupnarayan Division, or any staffs of the Division, shall in no way be held responsible under any circumstances for any accident or death of the labourer/ driver etc, engaged by the contractor, happened in the field during the time of implementation of the works.**
  - 29. Range officer or his authorized person/s shall have the discretionary power to deploy suitable labourers, preferably from among the FPCs concerned.**
  - 30. 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.**
  - 31. 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.**
  - 32. The mode of payment for successful completion of the works should be made by NEFT/RTGS/Cheque issued by the concerned authority, in case of successful implementation of the works to the successful contractors.**
  - 33. Please follow annexure carefully during submission of tender**

DIVISIONAL FOREST OFFICER  
RUPRANRAYAN, DIVISION  
RANGAMATI, MIDNAPORE.

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

Name :

Address :

Tender Notice No.

Cluster 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
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Details of the Bidder (Organization )

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

Details of Authorized Person

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

Information about the Organization

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

Signature of the Tenderer with date

(Annexure-II)

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

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

Signature of the Tenderer with date

(Annexure-III)

**FINANCIAL BID FORMAT**

Form II-A

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

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

Signature of the Tenderer with date

Copy forwarded for wide circulation & information to:-

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

DIVISIONAL FOREST OFFICER  
RUPNARAYAN, DIVISION  
RANGAMATI, MIDNAPORE.