



**Government of West Bengal**  
**Directorate of Forests**  
**Office of the Divisional Forest Officer**  
**24 Parganas (South) Division**  
4<sup>th</sup> floor, New Administrative Building  
12, Biplabi Kanailal Bhattacharjee Sarani  
Alipore, Kolkata – 700 027.  
Tele & fax: (033) 2479 9032,  
Email – [dfo24pgss.fd-wb@gov.in](mailto:dfo24pgss.fd-wb@gov.in)



**Notice Inviting Tender: - Tender Notice No. WBFOR/24PGSS/ Brick Path /NIT105e/2018-19**

**DECLARATION OF INTENT:**

Divisional Forest Officer, 24-Parganas (South) Division, Directorate of Forests, Government of West Bengal intends to **Construction of Brick Path at Lothian Wildlife Sanctuary area under 24-Parganas (South) Division.** Sealed Tenders are therefore invited from bonafide Contractors/ Manufactures/ Agencies/ Suppliers having sufficient credential and financial capability for execution of works of similar nature. The Office address of the Tender Inviting Authority is given below:

**1. IMPORTANT POINTS OF REFERENCE:**

|                                      |  |
|--------------------------------------|--|
| Tender Inviting Authority            | Divisional Forest Officer, 24-Parganas (South) Division, Alipore.                              |
| Name of the Work                     | Construction of Brick Path under 24-Parganas (South) Division over 1 Km.                       |
| Place of Work                        | At Lothian Wildlife Sanctuary area_under 24-Parganas (South) Division.                         |
| Earnest Money Deposit                | 32,105.00 (Rupees Thirty Two Thousand One Hundred Five Only)                                   |
| Time of Completion of Work           | Within One month from issuing the work order.  |
| Estimated Amount put to Tender       | 16, 05,227.00 (Sixteen Lakhs Five Thousand Two Hundred Twenty Seven Only).                     |
| Opening place of Bids                | OFFICE OF THE DIVISIONAL FOREST OFFICER, 24-PARGANAS (SOUTH) DIVISION, ALIPORE, KOLKATA-700027 |
| Communication of Appellate Authority | The Joint Director,<br>Sundarban Biosphere Reserve, WEST BENGAL.                               |

**Schedule of Dates:**

| Sl.No. | Particulars  | Date & Time              |
|--------|--|--------------------------|
| 1      | Date of uploading N.I.T. Documents—Online ( Publishing Date) | 22-01-2019 at 10.00 AM   |
| 2      | Documents download start date ( Online)                      | 22-01-2019 at 10.00 AM   |
| 3      | Documents download end date (Online)                         | 29-01-2019 at 12.00 Noon |
| 4      | Bid submission start date (Online)                           | 22-01-2019 at 10.00 AM   |
| 5      | Bid submission closing date ( Online)                        | 29-01-2019 at 12.00 Noon |
| 6      | Bid opening date for Technical Proposal ( Online)            | 31-01-2019 at 12.00 Noon |
| 9      | Date of opening Financial Bids ( Online)                     | To be Notify later.      |

**2. Scope of Tender work:**

Construction of Brick Path under 24-Parganas (South) Division.

**2.1: Location & Delivery Point:**

At Lothian Wildlife Sanctuary area\_under 24-Parganas (South) Division.

### 3. General Guidance for e-tendering :

Intending tenderers desirous of participating in the e-tender are to log on to the website <https://www.wbtenders.gov.in>

### 4. Registration of Agency :

Tenderers willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) from any authorized Certifying Authority (CA) under CCA, Govt of India. (viz. nCode Solution, Safescrypt, e-Mudhra, TCS, MTNL, IDRBT ) DSC is given as a USB e-Token. After obtaining the Class 3 Digital Signature Certificate (DSC) from the approved CA they are required to register the fact of possessing the Digital Signature Certificates through the registration system available in the website.

### 5. Eligibility for participation :

Bonafide Contractors/Manufactures/Agencies/Suppliers including Consortiums and Partnership firms having 3 years experience of similar type of supply in Govt./PSU sector/ are eligible to participate.

### 6. Collection of Tender Documents

Tenders are to be submitted online and intending tenderers have to download the tender documents from the website given in clause 3 above, directly with the help of the e-Token provided. This is the only mode of collection of tender documents. Details of submission procedure are given below.

### 7. Submission of Tenders

#### 7.1 General process of submission

Tenders are to be submitted online through the website stated in Clause 2. All the documents uploaded by the Tender Inviting Authority form an integral part of the contract. Tenderers are required to upload all the tender documents along with the other documents, as asked for in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two folders at a time for each work, one is Technical Proposal and the other is Financial Proposal. The tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid. He needs to fill up the rates of items/percentage in the BOQ, downloaded for the work, in the designated Cell and upload the same in designated location of Financial Bid. The documents uploaded should be virus scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should specially take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender.

#### 7.2 Technical Proposal

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

#### A. Technical File (Statutory Cover) containing

- i. Application for Tender - (Vide Form-1) (to be submitted in "Forms" folder)
- ii. Tender Form No. A – Form A published with the NIT to be downloaded and then uploaded and digitally signed. ( to be submitted in "Forms" folder)
- iii. Notice Inviting Tender (NIT) – The NIT as published is to be downloaded and then uploaded and digitally signed ( to be submitted in "NIT" folder).
- iv. Earnest Money Deposit (EMD) – Should be deposited through e-procurement system.
- v. Average annual turnover from contracting business- Scanned copy of Summary statement of average annual turnover from contracting business for a period of last three years, i.e. ; 2015-2016; 2016-2017 & 2017-2018 or during the period since formation of the Firm, if it was set up in less than such 3- year period. (Vide Form-2). ( to be submitted in "Forms" folder)  
(Scanned copy of power of attorney by the competent authority is to be submitted, if the power is delegated for signing the bid to persons other than the applicant.)
- vi. Declaration of not having common interest in the same serial- (Vide Form-3). ( to be submitted in "Forms" folder)
- vii. Drawings if any. ( to be submitted in "Drawings" folder)

**Note: Tenders will be summarily rejected if any item in the statutory cover is missing.**

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

| Sl. No. | Category Name   | Sub-Category Description          | Document Name   |   |
|---------|-----------------|-----------------------------------|---|---|
|         |                 |                                   | (For details see Cl. 6 A-2 of Section - A of ITB & relevant clauses of NIT) |   |
| A.      | CERTIFICATES    | CERTIFICATES                      | 1   | P.T. deposit receipt Challan  |
|         |                 |                                   | 2   | GST Registration Certificate  |
|         |                 |                                   | 3   | I.T.R. Acknowledgement Receipt  |
|         |                 |                                   | 4   | I.T. PAN Card   |
|         |                 |                                   | 5   | Voter ID Card   |
|         |                 |                                   | 6   | Enlistment Certificate  |
| B.      | COMPANY DETAILS | COMPANY DETAILS                   | 1   | Proprietorship Firm - Trade License.  |
|         |                 |                                   | 2   | Partnership Firm - Registered Partnership Deed, Registered Power Attorney, Trade license.   |
|         |                 |                                   | 3   | Pvt. Ltd. Company - Registration Certificate under company's Act, MOA & AOA, Registered Power of Attorney, Trade license.           |
|         |                 |                                   | 4   | Registered Un-employed Engineers and Labour Co-operative Societies Limited.   |
| C.      | CREDENTIAL      | CREDENTIAL                        | 1   | Experience Profile - List of completed Projects of similar nature of 100% completion of work  |
|         |                 |                                   | 2   | Completion Certificate from the concerned Supervisor which is applicable for eligibility in this bid [According to Cl. 6(i) of NIT] |
| D.      | EQUIPMENTS      | 1. PLANT & MACHINERIES (OPTIONAL) | 1   | Authenticated copy of invoice, challan and waybill (Machinery)  |
|         |                 | 2. LABORATORY (OPTIONAL)          | 2   | Authenticated copy of invoice, challan and way bill (Laboratory)  |
| E.      | FINANCIA (INFO) | WORK IN HAND (OPTIONAL)           | 1   | Authenticated copy of current work work orders.   |
|         |                 | PAYMENT CERTIFICATE               | 2   | Only Payment Certificate of work issued by the Concerned Supervisor and not the TDS certificate                                     |
| F.      | DECLARATION     | STRUCTURE & ORGANISATION          | 1   | Details of Structure and Organisation   |
|         |                 | AFFIDAVIT                         | 2   | An affidavit made that no adverse report against the bidder   |

**7.3 Financial Proposal**

The financial proposal should contain the following document in one cover (folder).

- i. **Bill of Quantities (BOQ):** The intending tenderers are to quote rate for the Construction of brick path at Lothian Sanctuary area under 24-Parganas (South) Division online through computer in the space marked for quoting rate/price in the BOQ. (Only downloaded copies of the above documents are to be uploaded, virus scanned and digitally signed by the contractor)

**8. Submission of original copies of documents of Tender Cost and Earnest Money Deposit**

**Mode of Payment:** Earnest Money Deposit (EMD) at a rate as prescribed in Clause 1 as per existing Government Order No 3975-F(Y) Dated 28<sup>th</sup> July 2016 through State Government e-procurement portal.

**9. Eligibility Criteria**

Financial proposal of any contractor will come under the purview of consideration only if all the criteria 9(a), 9(b) & 9(c) mentioned below are fulfilled.

- a. Bonafide Manufactures/Agencies/Suppliers, including Consortiums and Partnership firms having experience of completion of similar type of work during the last 5 financial years for a contract of value not less than 30% of the estimate value of the Tender.

- i. Completion Certificate(s) submitted by the bidder should indicate the gross value of the 100% completed work only. Completion certificates should clearly contain the Name, Designation, Address and contact no of the Officer issuing the credential.
- b. Average annual turnover from contracting business as stated in clause 6.2 A(v) & Form-2 should be at least 50% of the amount put to tender of the works in which the contractor intends to participate.
- c. The bidder or any of their constituent partners shall neither have abandoned any work nor have any of their contracts been rescinded during the last 5 years. Such abandonment or recession will be considered as disqualification towards eligibility.
- d. Tender issuing authority may relax stipulations contained in clauses above in exceptional cases, in the interest of culminating / maturing tender process at the first call, subject to satisfaction of that authority on the competency of the bidder(s) for which such relaxation has been made, upon recording reasons of such relaxation.

## **10. Important Conditions:**

### **10.1 Completion Certificate**

Completion Certificates for fully (100%) completed works during the current financial year and last five financial years will only be accepted. Certificates issued for partly completed works will not be considered.

### **10.2 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 Accepting Authority (TAA) within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the tenderer will be suspended from participating in the tenders on e-Tender platform of the Directorate of Forests, Government of West Bengal for a period of 3 (Three) years. In addition, his Earnest Money Deposit will stand forfeited to the Government. Besides, the Divisional Forest Officer, 24-Parganas (South) Division, Directorate of Forests, Government of West Bengal may take appropriate legal action against such defaulting tenderer.

### **10.3 Taxes & duties to be borne by the Contractor**

Income Tax, GST, Sales Tax, Service tax, Royalty, Construction Workers' Welfare Cess and similar other statutory levy / cess will have to be borne by the contractor and the rate should be quoted inclusive of all these charges.

### **10.4 Site inspection before submission of tender**

Before submitting any tender, the intending tenderers should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection of the site and taking into consideration of all factors and difficulties likely to be involved in the execution of work in all respect including transportation and delivery of materials, communication facilities, climate conditions, nature of soil, availability of local labour and market rate prevailing in the locality etc. and no claim, whatsoever, will be entertained on these account afterwards. In this connection intending tenderers may contact the office of Divisional Forest Officer, 24-Parganas (South) Division. District South-24-Parganas Pin-700027 Phone: 033-2479-9032 Fax: 033-2479-9032 E-mail: dfo24pgss.fdwb@gov.in between 11.30 hours to 16.30 hours on any working day prior to date of submission of tenders.

### **10.5 Conditional and incomplete tender**

Conditional and incomplete tenders are liable to summary rejection.

## **11. Opening and evaluation of tender**

### **11.1 Opening of Technical Proposal**

- i. Technical proposals will be opened by the Divisional Forest Officer, 24-Parganas (South) Division, or his authorized representative electronically from the website stated in Clause 2.
- ii. Technical proposals for those tenders whose EMD through e-procurement system have been received will only be opened. Proposals corresponding to which the EMD have not been received will not be opened and will stand rejected.
- iii. Intending tenderers may remain present if they so desire at the Office of the Divisional Forest Officer, 24-Parganas (South) Division, 12, Biplabi Kanailal Bhattacharjee Sarani, Alipore, Kolkata - 700027.
- iv. Cover (Folder) for Statutory Documents (vide Clause 6.2 A) would be opened first and if found in order, Cover (Folder) for Non-statutory Documents (vide Clause 6.2.B) will be opened. If there is any deficiency in the Statutory Documents, the tender will summarily be rejected.

- v. Decrypted (transformed into readable formats) documents of the Non-statutory Cover will be downloaded, by the Tender Accepting Authority.
- vi. The tenderers for which the Technical proposals are found to be in order shall only qualify for opening of financial bid.

### **11.2 Provision for appeal and its disposal**

- i. Intending tenderer not satisfied with the decision of the Tender Accepting Authority (TAA) may prefer an appeal to the Joint Director, Sundarban Biosphere Reserve West Bengal, within two working days after the date of uploading of the summary list of the successful tenderers. Copy of such appeal should also be sent to the Tender Inviting Authority.
- ii. The Appellate Authority, i.e. the Member Secretary, West Bengal Zoo Authority, West Bengal, will dispose of such appeals by hearing the aggrieved tenderers as well as consulting with the Tender Accepting Authority within a reasonable time and the tenderer will be communicated accordingly.

### **11.3 Opening and evaluation of Financial Proposal**

- i. Financial proposals of the tenderers declared technically eligible by the Tender Accepting Authority will be opened electronically from the web portal stated in Clause 2 on the prescribed date.
- ii. The encrypted copies will be decrypted and the rates will be read out to the contractors present at that time.
- iii. After evaluation of Financial Proposal, by the Divisional Forest Officer, 24-Parganas (South) Division or his authorised representative or Committee, the final summary result will be uploaded in the website, which inter-alia will contain, name of contractors and the rates quoted by them against each work.
- iv. The Tender Accepting Authority, if required, may ask any of the tenderers to submit analysis to justify the rate quoted by that tenderer.

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

- i. Financial bid of technically qualified single/two tenderer(s) will not be opened immediately.
- ii. 2<sup>nd</sup> call will be invited immediately after technical evaluation after uploading the list of the technically qualified bidder(s) of the 1<sup>st</sup> call.
- iii. If such bidder(s) technically qualified in the 1<sup>st</sup> call intend(s) to change their rates quoted in the 1<sup>st</sup> Call, they need to submit fresh tender. However fresh EMD need not be submitted and EMD submitted earlier will be considered. In case of non submission of fresh tender fee in the 2<sup>nd</sup> call the rates quoted in the 1<sup>st</sup> call would remain valid while the bid submitted in the 2<sup>nd</sup> call will be rejected.
- iv. After selection of technically qualified tenderers for 2<sup>nd</sup> call (in case new tenderer other than the existing tenderer of the 1<sup>st</sup> call), financial bid of both 1<sup>st</sup> and 2<sup>nd</sup> call would be opened.
- v. Financial evaluation would be made in a combined way considering both 1<sup>st</sup> and 2<sup>nd</sup> call.
- vi. However, in case tenderer(s) of 1<sup>st</sup> call submit(s) fresh tender in 2<sup>nd</sup> call, rates of 2<sup>nd</sup> call will only be opened and considered in the process of evaluation.

**12. Bid Validity:** The Bid will be valid for 365 days from the date of opening of the financial bid.

### **13. Acceptance of Tender**

Lowest valid rate should normally be accepted. However, the Tender Accepting Authority does not bind himself to do so and reserves the right to reject any or all the tenders, for valid reasons and also reserves the right to distribute the work amongst more than one tenderer.

#### **13.1. Execution of Formal tender after acceptance of tender**

The tenderer whose tender is approved for acceptance, shall within 7 days of the receipt of "Work Order" (WO), will have to execute 'Formal Agreement' with the Tender accepting authority in quadruplicate copies.

#### **13.2. Security Deposit**

The successful tenderer shall have to deposit the Security Deposit Money @ 10% of the accepted tender value within 7 days of receipt of the work order. The Security Deposit may be adjusted with the Earnest Money Deposit of the successful tenderer, on specific request. Security Deposit will be released after 180 days (6 months) from the date of final payment to the successful tenderer. In case of any irregularity, or violation of the terms and conditions of the contract agreement, the Security Deposit will be forfeited in addition to any legal action as deemed fit & required.

**14. Return of Earnest Money of the unsuccessful tenderer(s)**

Return of the Earnest Money Deposit of the successful as well unsuccessful tenderer(s) will be made as per existing Government Order No 3975-F(Y) Dated 28<sup>th</sup> July 2016 through State Government e-procurement portal.

**15. Time of Completion of Work and Payment**

The work should be completed within 1(one) month from the issuance of the work order and the bill should be submitted for payment after supply work is completed. The payment of bill for any work will be made according to the availability of fund and approval of higher authorities where ever applicable and no claim to delay in payment will be entertained.

**16. Force Majeure :**

The tenderer/ contractor shall not be considered in default, if delay in execution of work occurs due to causes beyond his 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 contract may be extended for a length of time equal to the period of force majeure or at the option of the Divisional Forest Officer, 24-Parganas (South) Division, it may be cancelled. Such cancellation would be without any liability whatsoever on the part of Society.

**Divisional Forest Officer  
24-Parganas (South) Division**

Memo No.

/2-

Date:

Copy forwarded with a request to make a wide publicity through their “**Notice Board**”, to:

1. The Principal Chief Conservator of Forests, Chief Wildlife Warden, West Bengal.
2. The Director, Sundarban Biosphere Reserve, West Bengal.
3. The Field Director, Sundarban Tiger Reserve.
4. The Joint Director, Sundarban Biosphere Reserve, West Bengal.
5. The District Magistrate, South-24-Parganas.
6. The Deputy Field Director, Sundarban Tiger Reserve.
7. The Deputy Conservator of Forests, MIS.
8. The All Range Officers, 24-Parganas (South) Division.

**Divisional Forest Officer  
24-Parganas (South) Division**

## Technical Bid Format

### Form –A: General Information about the Organization

| Sl. No.                                     | Particulars  | Details to be furnished |         |  |
|---|--|-------------------------|---------|--|
| <b>Details of the Bidder (Organization)</b> |  |                         |         |  |
| 1.  | Name   |                         |         |  |
| 2.  | Address  |                         |         |  |
| 3.  | Telephone  |                         | Fax     |  |
| 4.  | E-mail   |                         | Website |  |
| <b>Details of Authorized person</b>         |  |                         |         |  |
| 5.  | Name   |                         |         |  |
| 6.  | Address  |                         |         |  |
| 7.  | Telephone  |                         | E-mail  |  |
| <b>Information about the Organization</b>   |  |                         |         |  |
|   | Status of Organization (Public Ltd./ Pvt. Ltd/ Institution/ University etc.) |                         |         |  |
| 8.  | Details of Registration of Organization                                      | Date                    |         |  |
|   |  | Ref                     |         |  |
| 9.  | Locations and addresses of offices (in India and overseas)                   |                         |         |  |
| 10.   | Service Tax Registration Number  |                         |         |  |
| 11.   | Enclose latest GST Return  |                         |         |  |

\_\_\_\_\_  
Signature of the Bidder

**FORM – 1**

**APPLICATION FOR TENDER**

To  
Divisional Forest Officer,  
24-Parganas (South) Division,  
Alipore-700027.

NIT No :- .....

Serial No of the work applied for : .....

Amount put to tender : Rs. ....

Dear Sir,

Having examined the Tender documents, I/We hereby like to state that I/we willfully accept all your conditions and offer to execute the works as per NIT No and Serial no stated above. We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_\_\_\_

Full name of applicant \_\_\_\_\_

Signature: \_\_\_\_\_

In the capacity of : \_\_\_\_\_

Duly authorized to sign bids

For & on behalf of (Name of Firm): \_\_\_\_\_

(In block capitals or typed)

Office address:

Telephone no(s) (office); \_\_\_\_\_

Mobile No: \_\_\_\_\_

Fax No: \_\_\_\_\_

E mail ID: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Bidder)



**FORM – 2**

**Certificate regarding Summary Statement of Yearly Turnover from Contractual Business**

This is to certify that the following statement is the summary of the audited Balance Sheet arrived from contractual business in favour of .....

..... for the three consecutive years or for such period since inspection of the Firm, if it was set in less than such three year's period.

| SL. No. | Financial |  | Remarks |
|---------|-----------|--|---------|
|         | Year      | Turnover rounded up to Rs. In lakh (two digit after decimal) |         |
| 1.      | 2015-16   |  |         |
| 2.      | 2016-17   |  |         |
| 3.      | 2017-18   |  |         |
| Total   |           |  |         |

Average Turnover: in Rs.

**Note :**

1. Average turnover is to be expressed in lakh of rupee, rounded up to two digits after decimal.
2. Average turnover for 3 years is to be obtained by dividing the total turnover by 3.0. If the Firm was set up in less than 3 year's period, consider the turnover for the period from inception to the year 2015-16.
3. In case, the firm was set up in less than 3 year's period, mention the year of inception in the 'Remarks' column.

\_\_\_\_\_  
Signature of the bidder

**FORM – 3**

**Declaration against Common interest**

I/We, Sri/Smt. \_\_\_\_\_ the authorized signatory on

behalf ..... do hereby affirm that I/We/any of the

member of .....

Bidding against Tender No.....

SL. No. .... do not have any common interest either as a partner on any partnership firm / joint venture as a Proprietor

/ Owner of any other firm in the same serial for the work I / We want to participate.

Date :

.....

.....

Signature of bidder

**FORM- 4**

**STATEMENT OF COMPLETION OF SIMILAR WORKS**

| Name of Project | Organization which awarded the work |  | Month & Year of Awarding the work | Month & Year of Completion of the work | Total Value of Project | Whether Completion Certificate has been received (Yes /No) |
|-----------------|-------------------------------------|--|-----------------------------------|--|------------------------|--|
|                 | Name of Organization                | Nature of Organization (Govt. / Semi-Govt./ Pvt. / Others) |                                   |  |                        |  |
|                 |                                     |  |                                   |  |                        |  |
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|                 |                                     |  |                                   |  |                        |  |
|                 |                                     |  |                                   |  |                        |  |

**Note: The Work Order and Completion Certificate for each of the similar works enlisted here should be annexed.**

.....  
**Signature of Bidder**

**ANNEXURE I: LIST OF WORK**

**Notice Inviting Tender: - Tender Notice No. WBFOR/24PGSS/ Brick Path /NIT105e/2018-19**

| <b>Sl. No</b> | <b>Name of Work</b>  | <b>Amount put to Tender</b> | <b>Earnest Money Deposit</b> | <b>Cost of Tender Paper</b> | <b>Time allowed for completion of work</b>          | <b>Eligibility of Contractor</b> |
|---------------|--|-----------------------------|------------------------------|-----------------------------|---|----------------------------------|
| <b>1</b>      | <b>2</b>   | <b>3</b>                    | <b>4</b>                     | <b>5</b>                    | <b>6</b>  | <b>7</b>                         |
| <b>01</b>     | <b>Construction of Brick Path at Lothian Wildlife Sanctuary area under 24-Parganas (South) Division over 1 Km.</b> | <b>16,05,227.00</b>         | <b>32,105.00</b>             | <b>Nil</b>                  | <b>Within One Month from issuing the Work Order</b> | <b>As per Clause 5</b>           |

**Note:** The intending tenderers are to quote rate in percentage above total amount.

**Divisional Forest Officer  
24-Parganas (South) Division**

## **Additional Terms & Conditions**

Notwithstanding anything contained in the form in which the contract is executed, the following shall constitute terms and conditions of contract and shall be binding on the contractor.

1. All correspondences concerning rates, claims, change in specification and/or design and similar important matters will be valid only if made with the Divisional Forest Officer, 24-Parganas (South) Division. If any correspondence of above tender is made with Officers other than the Divisional Forest Officer, 24-Parganas (South) Division for speedy execution of works, the same will not be valid. In case of dispute, the decision of the Divisional Forest Officer, 24-Parganas (South) Division shall be final and binding.
2. The acceptance of the tender including the right to distribute the work between two or amongst more than two tenderers will rest with the competent authority without assigning reason thereof. The accepting authority reserves right to reject any or all tenders without assigning any reason thereof.
3. The Tenderer shall have to comply with the provisions of (a) Contract labour (Regulation & abolition) Rules, 1970 (b) Minimum Wages Act 1948 or the modification thereof or any other laws relating thereto as will be in force from time to time.
4. Divisional Forest Officer, 24-Parganas (South) Division or his authorised representative shall not entertain any claim whatsoever from the contractor for payment of compensation on account of idle labour on any ground including non-possession of land.
5. **The Tender Inviting Authority of the Society** shall not be held liable for any compensation due to machines becoming idle for any circumstances including untimely rains, other natural calamities, strike etc.
6. No Price preference will be applicable to W.B. Govt. Undertaking, as per Finance Dept. G.O. No. 8648-F(Y), dated 12<sup>th</sup> October 2012.
7. Imposition of any duty / tax rules etc whatsoever of its nature (after work order / Commencement and completion of the work) is to be borne by the tenderer.
8. No mobilization / secured advance bill will be allowed.
9. GST/Sales Tax, Cess, Toll Tax, Income Tax, Ferry Charges and other Local Taxes if any are to be paid by the contractor. No extra payment will be made for these. The rates of supply and finished work items are inclusive of these.
10. All working tools and plants will have to be arranged by the contractor at his own cost.
11. The contractor should visit the location of work and satisfy himself of the condition and nature of works and ascertain difficulties that might be encountered in executing the work, carrying materials to the site of work, availability of drinking water and other human requirements and security etc. The Officer-in Charge may order the contractor to suspend any work that may be subjected to damage by climate conditions. No claim will be entertained on this account.
12. The Authorised Officer of Divisional Forest Officer, 24-Parganas(South) Division will monitor the work from time to time or every day. The design and specification of work should be done under his guidance. All the materials used in construction should be approved by him before used in construction.
13. In case any clarification is required, the interpretation of the Divisional Forest Officer, 24-Parganas (South) Division will be final.
14. The final acceptance of the tender will be subject to the receipt of approval of higher authorities.
15. Final payment will be made after completion of all works in the field & checking by authorised officer. The authorised officer may check the quality of the work at any point of time before submitting the report of completion.
16. The supplied beef, chicken, & live fishes shall be clean and free from contagious diseases.
17. Cost of Carriage of materials from godown to work site should also be included in the rates. No extra payment will be made on this account. Rate should include that the delivery should be on site of the finished product.
18. The undersigned reserves the right to cancel the agreement at any point of time during the execution of the work if it not done as per the specifications or any terms & conditions are violated by the Contractor.
19. The successful tenderer will not assign any or part of the work(s) to any other contractor/agency.
20. 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.

21. 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.
22. The terms and conditions of this "Tender Notice inviting tender" is part and parcel of the contract form.
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/suppliers, within the project cost.
24. Royalty for any material, if obtained from Forest area, will have to pay by the contractor. Even if the material is procured from other Government Deptt's recourses, 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.
25. All the materials used in construction work should be of ISI and BSI Standard, subjected 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 recovered from the contractor.
26. 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. Materials will have to be procured by the tenders by themselves following the standard and specification of PWD/PHE Scheduled of the district, 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. Bricks works, cement concrete works & plastering works and similar works which require for the period should be done as prescribed in the P.W.D. Schedule of Rates.
27. Statutory Deduction: Income Tax, GST, Labour Welfare Cess as applicable shall be deducted from the Gross mount of Bill.
28. During the inspection by the undersigned or by his representative, if the quality of the work / supply is not found up to the standard (pre-fixed), the contractor / supplier is bound to rectify the work or supply up to the satisfaction of the undersigned or his representative. Otherwise, the wok order will be cancelled and the security deposit will be forfeited to the Government of West Bengal.

**Divisional Forest Officer**  
**24-Parganas (South) Division**