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**GOVERNMENT OF WEST BENGAL  
DIRECTORATE OF FORESTS  
Office of Divisional Forest Officer  
Kharagpur Division  
West Bengal**



**e-Tender for Selection of bona fide persons/agencies/companies, including consortium and partnership firms to supply of Root Trainer & MS Stand for Root Trainer under Kharagpur Division of West Bengal Forest Directorate.**

**NIT No. WBFOR/DFOKGP/e-NIT\_51/ of 2017-18.**

**GOVERNMENT OF WEST BENGAL  
DIRECTORATE OF FORESTS  
Office of the Divisional Forest Officer  
Kharagpur Division  
West Bengal**

Memo No. 2589 /1-34 (RKVY)/2017.

Date: 22 /11 / 2017

**Notice Inviting Tender: - WBFOR/DFOKGP/e-NIT\_51/ of 2017-18.**

**TENDER FOR SUPPLY OF ROOT TRAINER AND MS STAND FOR ROOT TRAINER IN  
KHARAGPUR DIVISION, WEST BENGAL.**

**DECLARATION OF INTENT:**

**The Divisional Forest Officer, Kharagpur Division, intends to establish nurseries at Hijli Range located in the district of Paschim Medinipur, only through Manufactures/Agencies/Suppliers. The specified job intended for this purpose is to supply Root Trainers and MS Stand for Root Trainer. e-Tender is therefore invited from the bona fide Manufactures/Agencies/Suppliers, having sufficient credential and financial capability for extension of works of similar nature. The Office address of the Tender inviting Authority is given below:**

**1. Scope of Tender work:**

To supply of Root Trainer 300cc (class-I) 40,000 (Forty thousand) Nos, Root Trainer 150cc (Class-I) 60,000 (Sixty thousand) Nos, and MS stand for Root Trainer of volume 300cc, 400 (Four hundred) Nos, MS stand for Root Trainer of volume 150cc, 375 (Three hundred seventy five) Nos. as per given specification for the RKVY Central Nursery at Hijli Range located in the district of Paschim Medinipur as detailed in paragraph 1.1 below, read with List of Works in Annexure 1. The Root Trainers should pass the mandatory tests defined in Clause 6.2C

**1.1: Delivery Point**

- a) Hijli Range Office Central Nursery under Kharagpur Division.

**2. General Guidance for e-tendering :**

Intending tenderers desirous of participating in the e-tender are to log on to the website.

<https://wbtenders.gov.in>

**3. Registration of Contractors :**

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. n Code 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 system available in the website.

**4. Eligibility for participation :**

Bona fide Manufactures/Agencies/Suppliers, including Consortiums and Partnership firms are eligible to participate.

## 5. 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 2 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.

## 6. Submission of Tenders

### 6.1 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, download for the work, in the designated Cell and upload the same in designated location of Financial Bid. The documents upload 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.

### 6.2 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) – Scanned copy of Demand Draft (DD) towards EMD as prescribed in the NIT, separately against each serial of work, in favour of the **SFDA, DFO, Kharagpur Division**, payable at **Kharagpur** (to be submitted in "EMD" folder)
- 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; 2014-15, 2015-16 & 2016-17 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.**

**B. 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) 2. LABORATORY (OPTIONAL)	1 Authenticated copy of invoice, challan and way bill (Machinery) 2 Authenticated copy of invoice, challan and way bill (Laboratory)
E.	FINANCIAL (INFO)	TURN OVER PAYMENT CERTIFICATE	1 Authenticated copy of the Income Tax RETURNS 2 Only Payment Certificate of work issued by the Concerned Supervisor and not the TDS certificate
F.	DECLARATION	STRUCTURE & ORGANISATION AFFIDAVIT	1 Details of Structure and Organization 2 An affidavit made that no adverse report against the bidder
		TECHNICAL STAFF	3 An affidavit mentioning the name of the the technical staff as described in Clause 3(l).

**C. Submission of Root Trainer & MS Stand Samples**

- i. The Technical proposal should be supported by submission of samples conforming to the size and specifications given in column 2 of Annexure 1.
- ii. The intending tenderer shall submit 5 samples each of Root Trainer- 300cc (class-I), Root Trainer 150cc (class-I) and MS Stand for Root Trainer 300cc, MS Stand for Root Trainer 150cc in the office of the **Divisional Forest Officer, Kharagpur Division, P.O. Hijli Co-operative, Kharagpur – 721306, Dist. Paschim Medinipur , within 1 day from the bid submission End Date**, failing which the Technical Bid will not be considered for evaluation and the bid will be summarily rejected. The samples will be checked physically with regards to welding strength of joint structure and total welding should be done instead of point welding.

- iii) The tenderers are requested to be present during the physical test, to be conducted at the Office of the Divisional Forest Officer, Kharagpur Division on date and time specified in paragraph 16.

**[Note: Failure of submission of any one of the above mentioned documents or Root trainer Samples will render the tender liable to summary rejection]**

### **6.3. Financial Proposal**

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

- i) Bill of Quantities (BOQ) : The Tenderer is to quote the amount in rupees (above or below) online through computer in the space marked for quoting rate in the BOQ. *(Only downloaded copies of the above documents are to be uploaded, virus scanned and digitally signed by the contractor)*

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

- i. **Mode of Payment:** Earnest Money deposit (EMD) must be submitted in the form of Demand Draft (DD).
- ii. **Place of submission:** The original copies of the DD towards cost of tender documents and Earnest Money deposit should be submitted in a sealed envelope in the Office of the **Divisional Forest Officer, Kharagpur Division, P.O. Hijli Co-operative, Kharagpur – 721306, Dist. Paschim Medinipur.**
- iii. **Time of submission:** The original copies of DD towards cost of tender documents and EMD should be submitted in a sealed envelope in the office as stated above within the date and time as specified in the schedule of dates provided later in clause 16. If the bidder fails to submit the original copies within the due time his tender will not be opened and his bid will stand rejected.

### **8. Eligibility Criteria**

**Financial proposal of any contractor will come under the purview of consideration only if all the criteria 8(a), 8(b) & 8(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 3 financial years for a single contract of value **not less than 50% of the estimated amount put to 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 6.2A(v) & Form-2 should be at least **70%** 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 3 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.

## **9. Important Conditions:**

### **9.1 Completion Certificate**

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

### **9.2 Penalty for suppression / distortion of the 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 SFDA, DFO, Kharagpur Division for a period of 3(Three) years, in addition, his Earnest Money Deposit will stand forfeited to the Society. Besides, the SFDA, DFO, Kharagpur Division may take appropriate legal action against such defaulting tenderer.

### **9.3 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.**

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

Before submitting any tender, the intending tenderers should make themselves acquainted thoroughly within the local conditions prevailing at site by actual inspection of the site and taking into consideration 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 contract the office of the Divisional Forest Officer, Kharagpur Division P.O. Hijli Co-operative, Kharagpur – 721306, Dist. Paschim Medinipur, Phone: **03222-277269** between 11.30 hours to 16.30 hours on any working day prior to date of submission of tenders.

### **9.5 Conditional and incomplete tender**

Conditional and incomplete tenders are liable to summary rejection.

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

### **10.1 Opening of Technical Proposal**

Technical proposals will be opened by the authorized representatives electronically from the website stated in Clause 2.1, using their Digital Signature Certificate.

Cover (Folder) for Statutory Documents should be opened first, if found in order, Cover (Folder) for Non-statutory Documents will be opened. If there is any deficiency in the Documents, the tender will summarily be rejected.

Decrypted (transformed into readable formats) documents of the Non statutory Cover will be downloaded, and handed over to the Tender Evaluation Committee (constituted for evaluation of tenders).

- i. Technical proposals for those tenders whose original copies of DD towards EMD 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.

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

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

- i. Intending tenderer not satisfied with the decision of the Tender Accepting Authority (TAA) may prefer in appeal to the Chief Conservator of Forests, Western Circle, West Bengal in writing (through facsimile / e-mail or speed post) 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 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.

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

- i. Financial proposals of the tenderers declared technically eligible by the Tender Accepting Committee 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 Committee referred in Point 10.1.i 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.

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

- a. Financial bid of technically qualified single/two tender(s) will not be opened immediately.
- b. 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.
- c. 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.
- d. Tenderer(s) of 1<sup>st</sup> call need to submit 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.

**11. Bid Validity :** The Bid will be valid for 75 days from the date of opening of the financial bid.

## **12. Acceptance of Tender**

Lowest valid rate should normally be accepted. However, the Tender Accepting Authority does not bind themselves 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 at the lowest tender rate, in case lowest tenderer is not in a position to supply the whole quantity.

### **12.1 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.

### **12.2 Security Deposit**

**The Security Deposit will be deducted directly from the Bill Amount.**

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

For return of the Earnest Money of the unsuccessful tenderer(s), he/she/they is/are to apply for the same to The **Divisional Forest Officer, Kharagpur Division**, giving the reference to the work, NIT No. Date of tender, amount and mode of Earnest Money deposited – all in a complete form. The Earnest Money of all tenderers other than the lowest tenderer in each case may be refunded, after acceptance of the rate in comparative statement or immediately after expiry of seven days from the date of final bid, whichever is earlier.

## **14. Payment**

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.

## **15. Force Majeure :**

The Tenderer / contractor shall not be considered in default, if delay in delivery occurs due to causes beyond his control, such as facts 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 West Bengal Forest and Biodiversity Society, it may be cancelled. Such cancellation would be without any liability whatsoever on the part of Society.



**16. Schedule of Dates for e-Tendering**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Date &amp; Time</b>
1	Publishing of N.I.T. & other Documents (online)	<b>23.11.2017 at 04.30 pm</b>
2	Documents download/sell start date (Online)	<b>23.11.2017 at 04.30 pm</b>
3	Bid submission start date (On line)	<b>24.11.2017 at 09.00 am</b>
4	Bid Submission closing (On line)	<b>09.12.2017 upto 4.00 pm.</b>
5	Last Date of submission of original copies for the cost of Tender Documents and Earnest Money Deposit (Off line)	<b>08.12.2017 upto 4.00 pm..</b>
6	Bid opening date for Technical Proposals (Online)	<b>12.12.2017 at 04.00 pm.</b>
7	Date of uploading list for Technically Qualified Bidder(online)	<b>After technical bid evaluation</b>
8	Date of uploading the final list of Technically Qualified Bidder(online) after disposal of appeals, if any.	<b>After technical bid evaluation</b>
9	Date for opening of Financial Proposal (Online)	<b>To be notified in due course.</b>

Sd/- Arup Mukherjee  
**Divisional Forest Officer,  
Kharagpur Division.**

**(Annexure – 1)**  
**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.	<b>Name</b>			
2.	<b>Address</b>			
3.	<b>Telephone</b>		<b>Fax</b>	
4.	<b>E-mail</b>		<b>Website</b>	
<b>Details of Authorized person</b>				
5.	<b>Name</b>			
6.	<b>Address</b>			
7.	<b>Telephone</b>		<b>E-mail</b>	
<b>Information about the Organization</b>				
	<b>Status of Organization (Public Ltd./ Pvt. Ltd./ Institution/ University etc.)</b>			
8.	<b>Details of Registration of Organization</b>	<b>Date</b>		
		<b>Ref</b>		
9.	<b>Locations and addresses of offices (in India and overseas)</b>			
10.	<b>Service Tax Registration Number</b>			
11.	<b>Enclose latest VAT Return</b>			

\_\_\_\_\_  
*Signature of Bidder*

FORM - 1

APPLICATION FOR TENDER

**To  
Divisional Forest Officer,  
Kharagpur Division.**

**NIT No :- .....**

**Serial No of Work applied for :- .....**

**Amount put to tender : Rs. ....**

Dear Sir,

Having examined the Statutory, Non Statutory & NIT 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.	2014-15		
2.	2015-16		
3.	2016-17		
Total			

Average Turnover : in Rs.

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

ANNEXURE 2 : LIST OF WORK

**WBFOR/DFOKGP/e-NIT\_51/ of 2017-18.**

Sl no	Name of Work	Approx. Quantity required to be supplied	Amount put to Tender (Rs)	Earnest money deposit (Rs)	Cost of Tender Paper (Rs)	Time allowed for completion of work	Eligibility of Contractor
1	2	3	4	5	6	7	8
01	<b>Supply of Root Trainer 300-CC (class-I)</b>	40,000 Nos	2,00,000/-				
02	<b>Supply of Root Trainer 150-CC (class-I)</b>	60,000 Nos	1,80,000/-				
03	<b>Supply of MS Stand for Root Trainer 300 CC</b>	400 Nos.	5,60,000/-	29,300/-	Rs 1000	30 Days	As per Clause 8
04	<b>Supply of MS Stand for Root Trainer 150 CC</b>	375 Nos.	5,25,000/-				
	<b>TOTAL AMOUNT</b>		<b>14,65,000/-</b>				

Sd/- Arup Mukherjee  
**Divisional Forest Officer,**  
**Kharagpur Division.**

### Additional Terms & Conditions

1. 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.
2. The intending tenderer(bidder) shall satisfy themselves that the Root Trainers supplied are in conformity with the design and specification and field ready to pass the physical examination.
3. The Divisional Forest Officer, Kharagpur Division or his authorized representative or his authorized representative will be the Officer-in-Charge in respect of the contract and all correspondence concerning rates, claims, change in specification and/or design and similar important matters will be valid only if made by the Officer-in-Charge. If any correspondence of above tender is made with Officers other than the Officer-in-Charge for speedy execution of works, the same will not be valid unless copies are sent to the Officer-in-Charge and approved by him. The instruction given by the Divisional Forest Officer, Kharagpur Division Management Unit shall also be valid regarding specification, supervision, approval of materials and workmanship. In case of dispute, the decision of Officer-in-Charge shall be final and binding.
4. The intending tenderers are to quote amount in Rupees higher or lower or at par which will apply to all the rates in the Tender Schedule irrespective of whether quantities are entered in the schedule or not i.e. all the items and rates as shown in the schedule with the tendered percentage increase or decrease will be applicable to this tender.
5. 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.
6. 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.
7. Divisional Forest Officer, Kharagpur Division or his authorized 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.
8. The Tender inviting Authority or 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.
9. No price preference, will be applicable to W.B. Govt. Undertaken, as per Finance Deptt. G.O. No. 8648-F(Y), dated 12<sup>th</sup> October, 2012.
10. 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.
11. **No mobilization / secured advance bill will be allowed.**
12. 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.
13. All working tools and plants will have to be arranged by the contractor at his own cost.
14. The contractor should visit the points of delivery, and satisfy himself of the design and specifications of the root trainers and 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 by the contractor to suspend any work that may be subjected to damage by climate conditions. No claim will be entertained on this account.
15. The contractor will have to accept the work program and priority of work fixed by the Officer-in-Charge so that most vulnerable reach and/or vulnerable items be completed before the date needed by him depending upon the field requirement.
16. In case any clarification is required, the interpretation of the Officer-in-Charge will be final.
17. The final acceptance of the tender will be subject to the receipt of approval of higher authorities.
18. Final payment will be made after completion of all works in the field & checking by authorised officer. The authorized officer may check the quality of the root trainers supplied at any point of time before submitting the report of completion.

19. 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 delivery should be on site of the finished product.
20. 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.
21. The Security Deposit will be released to the Contractor after six (6) months from the date of final payment of the bill if no irregularity is noticed within this period. In case of any irregularity, the Security Deposit will be forfeited in addition to any legal action as deem fit & required.
22. The successful tenderer will not assign any or part of the work(s) to any other contractor/agency.

Sd/- Arup Mukherjee  
**Divisional Forest Officer,  
Kharagpur Division.**

**Memo No. 2589 (30) /1-34(RKVY)2016.**

**Date: 22 /11 / 2017**

**Copy forwarded for kind information to:**

- 1) **The Sabhadhipati, Paschim Medinipur/Jhargram 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/Jhargram.**
- 5) **All Divisional Forest Officers, Western Circle, West Bengal.**
- 6) **The Superintendent of Police, Paschim Medinipur.**
- 7) **The Sub-Divisional Officer, Kharagpur.**
- 8) **The Assistant Divisional Forest Officer, Kharagpur Division.**
- 9) **The Treasury Officer, Kharagpur Treasury.**
- 10) **The Head Clerk, Kharagpur Division.**
- 11) **The Budget, Accounts & Revenue Section.**
- 12) **AFR, Kharagpur Division.**
- 13) **All Range Officers (Territorial), Kharagpur Division.**
- 14) **Notice Board, Kharagpur Division.**

Sd/- Arup Mukherjee  
**Divisional Forest Officer,  
Kharagpur Division.**