



**GOVERNMENT OF WEST BENGAL  
DIRECTORATE OF FORESTS,  
OFFICE OF THE DIVISIONAL FOREST OFFICER,  
EXTENSION FORESTRY DIVISION.  
PH. NO. 03252-222329 FAX NO. 03252-228323  
Email Id. [dfoEfd@gmail.com](mailto:dfoEfd@gmail.com)**

**Memo No.: 1334/ 2-Building**

**Dated 29 / 01 / 2019.**

**NOTICE INVITING E-TENDER**

**NIT No. — WBFOR/DFOEFD/NIT-24/2018-19**

**Tender Notice No:- 24/Construction of Beat Offices of Extension Forestry Division  
of 2018-19.**

**DECLARATION INTENT:**

Tenders are invited from bonafide, experienced and reliable contractors for execution of the works as detailed in the schedule attached herewith subject to the following conditions. Tenders should be addressed to the undersigned by name as well as by official designation (Ram Prasad Badana, I.F.S., Divisional Forest Officer, Extension Forestry Division.)

**1. Scope of Tender work:**

Project No.	Name of the Scheme	Location			GPS Location		Estimated Cost
		Range	Beat	Mouza	Lat	Long	
1	Construction of Beat Office	Purulia	Arsha	Khukramura (kantadih Central Nursery)	N 23 <sup>0</sup> 12.451''	E 86 <sup>0</sup> 17.803''	12,76,646.00
2		Joypur	Joypur	Joypur	N 23 <sup>0</sup> 25'07.2''	E 86 <sup>0</sup> 09'26.0''	12,76,646.00
3		Hura	Hura	Pokhoriya (Hura)	N 23 <sup>0</sup> 18'.2.29''	E 86 <sup>0</sup> 40'23.22''	12,76,646.00
						<b>Total –</b>	<b>38,29,938.00</b>

**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> for general information.

**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 authorised Certifying Authority (CA) under CCA, Govt of India. (viz. N Code Solution, Safes crypt, 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.

**4. Eligibility for participation :**

Bonafide Contractors 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 item/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.

**6.2 Technical Proposal**

The Technical Proposal should contain scanned copies and/or declarations in the following standardised 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)** – Earnest Money @ 2% of the project cost against each project as mentioned in the schedule should be deposited by Net Banking (any listed bank) through ICICI Bank Payment Gateway. Payment in any other means cannot be accepted. As per WB Finance Department Memo No.3975- F(y) dated – 28.07.2016
- 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; 2014-2015, 2015-2016, 2016-2017 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. 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 & relevant clauses of NIT)
A.	CERTIFICATES	CERTIFICATES	1 P.T. deposit receipt Challan
			2 Valid GST registration
			3 Latest I.T.R. Acknowledgement Receipt for last 3 (three) years.
			4 PAN Card
			5 VAT Registration Certificate with return.
B.	COMPANY DETAILS	COMPANY DETAILS	1 Proprietorship Firm - Trade Licence.
			2 Partnership Firm - Registered Partnership Deed, Registered Power of Attorney, Trade licence.
			3 Pvt. Ltd. Company - Registration Certificate under Company's Act, MOA & AOA, Registered Power of Attorney, Trade licence.
			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.	FINANCIAL (INFO)	WORK IN HAND (OPTIONAL)	1	Authenticated copy of current Work orders
		PAYMENT CERTIFICATE	2	Only Payment Certificate of work issued by the concerned authorities and not the TDS Certificate
E.	Technical	Engineer	1	One B.E./B.Tech Civil Engineer (with photo ID & credentials)
			2	One Diploma Civil Engineer (with photo ID & credentials)

### 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 rate (percentage 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:**

(a) Payment by net banking (any listed bank) through ICICI Bank Payment Gateway:

- i. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.
- ii. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- iii. Bidder will receive a confirmation message regarding success / failure of the transaction.
- iv. If the transaction is successful, the amount paid by the bidder will get credited in the respective polling account the State Government / PSU / Autonomous Body / Local Body / PRIs, etc. Maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD / Tender Fees.
- v. If the transaction is failure, the bidder will again try for payment by going back to the first step.

### 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.***

The prospective bidders shall have satisfactorily completed as a prime agency during the last 3 (Three) years (i.e. 2017-18, 2016-17, 2015-16) from the date of issue of this notice at least one work of similar nature under the authority of State/Central Govt./ Central Govt undertaking /Statutory Bodies constituted under the stature of the Central/ State Govt and having a magnitude of 40( Forty)% of the amount put to tender. The tendered work is subdivided in to various major items as given below. Each major item (*being the summation of associated*

*items of the BOQ*) having an weight age of 40% or more in terms of monetary value in respect to the amount put to tender, is considered to fix the physical requirements to match credential in terms of quantity executed in previous work. Contractors are to submit credential of having executed the corresponding major item thus calculated from the BOQ of the work to the required extent as specified later.

Completion Certificate(s) submitted by the tenderer should indicate the monetary value of any one or more of such major items executed in any one work within the last 5 years. Certificate issued for partly completed work will not be considered.

Monetary value of the major item/items thus submitted will be further multiplied by the following factors to take care of the inflationary effects to arrive at the net notional amount.

Year	Description	Multiplying factor to arrive at net notional amount
Current	-	1.00
1 <sup>st</sup>	1 year preceding the current financial year	1.08
2 <sup>nd</sup>	2 years preceding the current financial year	1.16
3 <sup>rd</sup>	3 years preceding the current financial year	1.26
4 <sup>th</sup>	4 years preceding the current financial year	1.36
5 <sup>th</sup>	5 years preceding the current financial year	1.47

### **Description of Major Items:**

#### **1. Earth work :**

Type-A: Earth work in dry excavation in irrigation canal / drainage channels or making embankments on rivers / sea front / drainage channels or irrigation canals, by manual / mechanical means including leads, lifts and disposal / transportation.

Type-B: Earth work in wet excavation in flowing channels, by pontoon mounted excavator including leads, lifts and disposal / transportation.

**Note:** *For wet excavation of flowing channels, credential of earthwork should specifically be of earthwork by pontoon mounted excavator. Credential of other types of earth work will not be considered.*

#### **2. Brickwork of all kinds.**

#### **3. Concrete work: RCC / PCC of all grades of concrete in hydraulic structures (i.e. structures on rivers / seafront / drainage channels or irrigation canals), including formwork and staging.**

**Note :** In case of tender invited for building works, concrete involved in building should also be considered over and above the above referred credential.

#### **4. Reinforcing Steel including Structural Steel :** All kinds of steelworks including supply / fabrication, placing, installation etc.

**5. Protection work :** (on rivers / seafront / drainage channels / irrigation channels or on embankments facing these):

Type – A : Cement concrete block pitching or lining / brick block pitching / boulder pitching / dry brick pitching / loose boulder / brick dumping / sausage / aprons / filters (conventional or geo-jute or geo-synthetic) etc. including supply, carriage and laying at site.

Type – B: Bullah and bamboo related work, porcupine cages / spurs, nylon or other crates, gunny / geo-bags including supply, carriage, placing / driving in position at site.

**Note:** *Credential for any particular type of protection work should be used for assessing eligibility for that particular type of work.*

- a. Bona-fide Contractors including Consortiums and Partnership firms having experience of completion of similar type of work during the last 5 financial years for a single contract of value not less than 50% of the estimated amount put to tender.  
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. 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.
- c. 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**

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

**9.2 Penalty for suppression / distortion of facts**

If any tenderer fails to produce the original hard copies of the documents (if necessary, 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 **Divisional Forest Officer, Extension Forestry Division** for a period of 3 (Three) years. In addition, his Earnest Money Deposit will stand forfeited to the undersigned. Besides, the undersigned may take appropriate legal action against such defaulting tenderer.

**9.3 Taxes & duties to be borne by the Contractor**

Income Tax, GST. 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 with 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 contact the office of the **Divisional Forest Officer, Extension Forestry Division, Purulia** between 11.30 hours to 16.30 hours on any working day prior to date of submission of tenders *along with their technical supervisor as mentioned in serial no E under category B of 6.2 as technical proposal.*

#### **9.5 Engagement of technical supervisor**

Successful tenderer while executing the project work , it is mandatory to engage at least 2 no. (Two) technical supervisor ( one BE/ B Tech Civil engineer & one Diploma /civil Engineer having previous experience in supervision of similar construction works ) will supervise the entire work till successful completion of the project.

#### **9.6 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**

- i. Technical proposals will be opened by the **Divisional Forest Officer, Extension Forestry Division, Purulia** or his authorised representative electronically from the website stated in Clause 2.
- ii. Technical proposals for those tenders whose original copies of GRIPS Challan 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.
- iii. 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.
- iv. Decrypted (transformed into readable formats) documents of the Non-statutory Cover will be downloaded, by the Tender Accepting Authority.
- v. The tenderers for which the Technical proposals are found to be in order shall only qualify for opening of financial bid. Technically qualified tenderers will be shortlisted and the shortlist will be uploaded in the website mentioned in clause 2 as per the time schedule given in clause.

#### **10.2 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 tenderers present at that time. All tenderers who have been shortlisted from the Technical Evaluation may participate in the opening of financial proposal.
- ii. After evaluation of Financial Proposal, by the **Divisional Forest Officer, Extension Forestry Division, Purulia** the final summary result will be uploaded in the web site, which 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 rate analysis to justify the rate quoted by that tenderer.

**11. Bid Validity :** The validity of the Tender remains valid for 1 (one) year from the date of publication of the Tender notice.

**12. 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 without assigning any reason.

**12.1 Execution of Formal tender after acceptance of tender**

The tenderer, whose tender is approved for acceptance, shall within 10 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**

- 12) The successful tenderers will be required to deposit **Security Money @ 10%** of the project cost through State Government e-Procurement Portal as per Finance Deptt, Audit Branch Memo No. 3975-F(Y) dated 28<sup>th</sup> July, 2016. They will also sign agreement in the prescribed Form within 7 (seven) days from the date of acceptance of the tender, failing the Earnest Money will be forfeited to the Government. 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 deem fit & required.
  
- 12/A) Additional Performance Security when the bid rate is 80% or less of the Estimate put to tender and no increase in scope of work of projects during execution phase vide Memo No. 4608-F(Y), Dated 18.07.2018. issued by Finance Department , Government of West Bengal.

**13. Refund / Statement Process of Earnest Money of the unsuccessful tenderer(s)**

- i. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e\_Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e\_Procurement portal through web services.
- ii. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders’ bank account from which they made the payment transaction. Such refund will take place within T+@ Bank working days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.



- ii. Once the financial bid evaluation is electronically process in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, though an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank working days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender invitinig authority. However, the L2 bidder should not be rejected till the LOI process is successful.
  
- iv. If the L2 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through at automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank working days where will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procuremetn portal by the tender inviting authority.
- v. As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal-
  - (a) EMD of the L1 bidder for tenders of Sate government Offices will automatically get transferred from the pooling account to the State Government deposit head "8443-00-103-001-07" through GRIPS along with the bank particulars of the L1 bidder.
  - (b) EDM of the L1 bidder for tenders of the State PSUs / Autonomous Bodies / Local Bodies / PRIs , etc will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder.

In both the above, cases, such transfer will take place within T+1 Bank working days where T will mean the date on which the Award of Contract (AOC) is issued.

  - vi. The Bank will share the details of the GRN No. Generated on successful entry in GRIPS with the e-Procurement portal for updation.
  
  - vii. Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account to the Government revenue head "0070-60-800-013-27" through GRIPS for Government tenders and to the respective linked bank accounts for State PSU/Autonomous Body/Local Body/PRIs, etc tenders.
- viii. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD & Tender Fees (if any) were initiated.

#### 14. Payment

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. **The final bill payment will be done after deducting all existing Taxes, cess etc. including GST as per prevailing rules.**

**14.1 Part payment may be released depending upon satisfactory progress of work. In any case if the awarded contract is not completed in the same financial year the payment for the next financial year will be done after fund is revalidated by the Department.**

**14.2 The payments of bills will be made after cross checking of all works by the undersigned or person authorised by the undersigned or any third party independent audit authorised by the undersigned and it is found that the works are completed to the utmost satisfaction.**

#### 15. Force Measure :

The tenderer/ contractor shall not be considered in default, if delay in delivery 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 measure or at the option of the Tender Inviting Authority, it may be cancelled. Such cancellation would be without any liability whatsoever on the part of Tender Inviting Authority.

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

<b>Sl. No.</b>	<b>Activity</b>	<b>Date &amp; Time</b>
<i>1.</i>	<i>Tender Publishing date &amp; time</i>	<i>31/01/2019 at 10:00 AM</i>
<i>2.</i>	<i>Document Download start date &amp; time</i>	<i>31/01/2019 at 10:00 AM</i>
<i>3.</i>	<i>Bid submission start date &amp; time</i>	<i>31/01/2019 at 10:00 AM</i>
<i>4.</i>	<i>Bid submission end date &amp; time</i>	<i>16/02/2019 at 5:30 PM</i>
<i>5.</i>	<i>EMD physical submission end date &amp; time</i>	<i>18/02/2019 at 5:00 PM</i>
<i>6.</i>	<i>Technical Bid opening date &amp; time</i>	<i>19/02/2019 at 10:30 AM</i>
<i>7.</i>	<i>Uploading of Technical Bid Evaluation</i>	<i>After technical bid evaluation</i>
<i>8.</i>	<i>Financial Bid opening date &amp; time</i>	<i>After technical bid evaluation</i>
<i>9.</i>	<i>Uploading of Financial Bid evaluation</i>	<i>After financial bid evaluation</i>
<i>10.</i>	<i>Publishing the Name of bidder who will get</i>	<i>After technical &amp; financial bid</i>

17. The undersigned reserves the right to cancel the contract on the ground of unsatisfactory or delayed work and thereby to forfeit the security Deposit in the terms of the agreement.
18. All materials to be used as per technical specification and should be approved by the undersigned or his authorised officer before use.
19. The terms and condition mentioned herein shall be deemed to form a part of the agreement.
20. In accordance with the provision of relevant section of Income Tax 1951. Deduction of IT @ 2% shall be made from the gross value of the bill./ or as per the prevalent rules of the Act.
21. Valid 15 (Fifteen) digit Goods and service Tax payer Identification No. (GSTIN) under GST Act.2017 & Tax invoice (s) need to be issued by the supplier for raising claim under the contract showing separately the Tax charged in accordance to the provisions of GST Act. 2017.
22. If any terms and conditions of the tender are altered the same will be notified.
23. Structural design may alter depending on need based at the site and purpose.
24. The acceptance of the tender will be subject to the receipt of approval of higher authority. The undersigned will not be responsible for any loss sustained by a tenderer in the event of non-receipt of Govt. Sanction.

25. All works are to be carried out as per plan, specification and estimate of works subject to modification made in writing by the undersigned or his authorised officer. The technical supervisor as engaged by the contractor to check work as per plan, specification and estimate of works & work measurement to be recorded time to time by the technical supervisor in the specified WMNB duly countersigned by the concerned range officer under whose jurisdiction the check Dam construction is being executed.
26. One bidder can participate only one project in this tender. If one bidder participate in more than one project in this tender and award L1 in more than one project than Tender Committee will choose only one project for him and his other bids will be cancelled.

***Sd/ Ramprasad Badana, I.F.S.  
Divisional Forest Officer  
Extension Forestry Division  
Purulia.***

**Technical Bid Format**

**Form A – General Information about the Organization**

S. 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.	Enclose latest VAT Return (Y/N)			

\_\_\_\_\_  
**Signature of the Bidder with seal**

**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 inception 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.	2015-2016		
2.	2016-2017		
3.	2017-2018		
Total			

Average Turnover: In Rs

**Note:**

1. Average Annual turnover is to be expressed in lakh of rupees, rounded up to two digits after decimal.
2. Average Annual turnover for 3 years is to be obtained by dividing the total turnover by 3. If the Firm was set up in less than 3 year's period, consider the total turnover for the period from inception year to the year 2014-15 and divide by the no. of years.
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 with seal**

**ANNEXURE 1: LIST OF WORKS**

**NIT No. — WBFOR/DFOEFD/NIT-24/2017-18**

		Name of the Scheme	Location		Project Cost	Earnest Money 2% of the Project Cost	Security Money 10% of the Project Cost	Time of Completion	Cost of Tender Paper	Eligibility of Contractor	
			Range	Beat						Scheme Name	Project No.
Construction of Beat Office	1	Construction of beat Office	Purulia	Arsha	12,76,646.00	25,533.00	1,27,665.00	90 days	1000.00	As per clause 8	
	2		Joypur	Joypur	12,76,646.00	25,533.00	1,27,665.00	90 days	1000.00	Scheme Name	Project No.
	3		Hura	Hura	12,76,646.00	25,533.00	1,27,665.00	90 days	1000.00		

*Sd/ Ramprasad Badana, I.F.S.  
Divisional Forest Officer  
Extension Forestry Division  
Purulia.*

## **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 part of agreement and shall be binding on the contractor.

The Divisional Forest Officer, Purulia Division, Purulia or his authorised representative will be the Officer-in-Charge in respect of the contract and all correspondences 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, Purulia Division, Purulia who have been authorized to carry out the work on behalf of the Officer-in-Charge and his authorised representative 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.

The i n t e n d i n g t e n d e r e r s are to quote rate in terms of percentage 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.

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.

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.

Divisional Forest Officer, Purulia 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.

The Tender Inviting Authority shall not be held liable for any compensation due to machines becoming idle for any circumstances including untimely rains, other natural calamities, strike etc.

No Price preference will be applicable to W.B. Govt. Undertaking, as per Finance Deptt. G.O. No. 8648-F(Y), dated 12<sup>th</sup> October 2012.

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.

No mobilization / secured advance bill will be allowed.

GST, Cess, Toll Tax, Income Tax, Ferry Charges other Local Taxes and any other prevalent charges as per extent rules 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.

All working tools and plants will have to be arranged by the contractor at his own cost.

The final acceptance of the tender will be subject to the receipt of approval of higher authorities.

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.

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.

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.

The successful tenderer will not assign any or part of the work(s) to any other contractor/agency.

The undersigned reserves the right to demand from the Tenderers the classification and justification of their offer. The item wise statement of their proposed expenditure analysis with a view to construct the work mentioned in the schedule of this Tender Notice. On the item wise expenditure proposed labour cost should be specifically mentioned.

Cement concrete work should be thoroughly cured for at least 14 days (21 days for roof) and to be done as per standard practice, codes and rules. **Use of vibrator is obligatory for compaction of cement concrete works.**

The contractor shall have no claim for any payment before completion of work.

All works are to be carried out as per plan, specification and estimate of works subject to modification made in writing by the undersigned or his authorised officer. The technical supervisor as engaged by the contractor to check work as per plan, specification and estimate of works & work measurement to be recorded time to time by the technical supervisor in the specified WMNB duly countersigned by the concerned range officer under whose jurisdiction the check Dam construction is being executed. All materials to be used as per P.W.D. specification and should be approved by the undersigned or his authorised officer before use.



*Work should be started from the 2 (Two)days from the date of issuing work order, failure of which work order would be cancelled and will be offered to the next bidder.*

**ACC / Ambuja / Ultratech / Lafarge Cement & TATA Iron Rod strictly to be used for RCC construction work.**

Photography of the work at the starting, during & after completion to be submitted to the undersigned.

The terms and condition mentioned herein shall be deemed to form a part of the agreement.

If any terms and conditions of the tender are altered the same will be notified.

The successful tenderer will have to undertake such extra work(not specified in the Tender) which he would subsequently be asked to do in writing by the undersigned, the payment for such extra work will be made as per the rate of the current PWD schedule applicable to Purulia District less the rate quoted by tender.

*Sd/ Ramprasad Badana, I.F.S.  
Divisional Forest Officer  
Extension Forestry Division  
Purulia.*

**APPLICATION FOR TENDER**

**To,**  
**Divisional Forest Officer, Purulia Division,**  
**Purulia 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 wilfully 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 \_\_\_\_\_ day of \_\_\_\_\_ 2018.

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

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 the Bidder with seal**