Government of West Bengal
Directorate of Forests
Office of the Deputy Conservator of Forests,
Urban Recreation Forestry Division
& EX-OFFICIO, DIRECTOR
Harinalaya(Deer Park), Eden Gardens
Tele & Fax 91 (033) 2248-2504
Email- dcfurfkolkata@gmail.com

No: 120(C) /1-3 Dated: 22.6.2020

PAPER TENDER NOTICE

NIT No- 4/WBZA/EOD/2020-21 dt.22.06.2020.

(OPEN TENDER FOR SUPPLY, FITTING, FIXING DECORATIVE FOOD LAMP & POST LAM & INCLUDING CEMENT CONCRETE, NECESSARY STEEL, AND NUT BOLT ETC ALL ENTRY GATE TO CAFETERIA AT HARINALAYA, DEER PARK, NEW TOWN RAJARHAT DURING THE YEAR 2020-21).

Sealed Tender to be addressed by name”Shri Rabindra Nath Saha, IFS , Ex-Officio Director, Director, Harinalaya(Deer Park) & Deputy Conservator of Forests, Urban Recreation Forestry Division, Eden Gardens” and not by official designation are invited from the experienced and resourceful contractors/ suppliers having credential of similar types of work / supplies. The details of works, locations, specifications etc. are mentioned in the schedule-I and II, which is part of the terms and conditions enclosed herewith and as per the time schedule in Table –I.

Table –I

<table>
<thead>
<tr>
<th>Sl</th>
<th>Particulars</th>
<th>Date &amp; time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Date of beginning of sale of tender papers</td>
<td>22.6.2020</td>
</tr>
<tr>
<td>2</td>
<td>Date of closure of sale of tender papers</td>
<td>2.7.2020 Upto 4pm</td>
</tr>
<tr>
<td>3</td>
<td>Last date for submission of tender papers</td>
<td>3.7.2020 at 4.00pm</td>
</tr>
<tr>
<td>4</td>
<td>Date of opening of tender paper</td>
<td>6.7.2020 at 4.00pm</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sl</th>
<th>Project no</th>
<th>Name of the Work</th>
<th>Estimated Amount (Rs)</th>
<th>Earnest Money @2% of estimated value (Rs)</th>
<th>Price of Technical &amp; Financial Bid documents &amp; other annex only at the time of Award of Contract (AOC)</th>
<th>Period of Completion (Months)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>Supply, fitting, fixing, decorative food lamp and post including cement concrete, necessary steel, and nut bolt etc all complete from office entry gate to cafeteria at Harinalaya(Deer park) New Town Rajarhat</td>
<td>192003.00 (Including GST and other Taxes, )</td>
<td>3840.00</td>
<td>1000</td>
<td>Within 10 days</td>
</tr>
</tbody>
</table>

Table-II

<table>
<thead>
<tr>
<th>Sl</th>
<th>Office from which the tender paper can be purchased</th>
<th>Office of the Deputy Conservator of Forests, Urban Recreation Forestry Division, 10A, Auckland Road, Eden</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
TENDER NOTICE NO. 4/WBZA/EOD/2020-21 dt.22.06.2020. OF URBAN RECREATION FORESTRY DIVISION

TERMS & CONDITIONS :-

1) Tender for execution of works/ supply of goods as mentioned in the Schedule-I should be submitted in the prescribed tender paper which will be available in the office of the undersigned or from the Range offices mentioned in the Table –II, during office hours on the working days as per schedule given in Table-I on payment of the amount as mentioned in the schedule-I of the tender notice or to be downloaded from the website mentioned in Table-II.

2) The tender papers should be collected from the office of the Deputy Conservator of Forests, Urban Recreation Forestry Division 10A, Auckland Road, Eden Gardens, Kolkata - 700 021 at the office hour.

3) The tender papers should be submitted in two bids process ‘Technical bid’ and ‘Financial bid’ and should be submitted in two separate envelops. The bids should be submitted neatly and all corrections, over typing etc. should be self-attested with seal.

4) Eligibility Criteria

For first call of NIT:

i) Intending tenderers should produce credentials of a same type / similar nature of work of the minimum value of 40% of the estimated amount put to tender during 5(five) years prior to the date of issue of this tender notice; or,

ii) Intending tenderers should produce credentials of 2(two) a similar nature of work, each of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of this tender notice; or,

iii) Intending tenderers should produce credentials of one single running work of similar nature of work which has been completed to the extent of 80% or more and value of which is not less than the desired value at (i) above;
In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e. the tenderer.

**For 2nd call of NIT:**

i) Intending tenderers should produce credentials of a similar nature of work of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice; or,

ii) Intending tenderers should produce credentials of 2(two) a similar nature of work, each of the minimum value of 25% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice; or,

iii) Intending tenderers should produce credentials of one single running work of similar nature of work which has been completed to the extent of 75% or more and value of which is not less than the desired value at (i) above;

In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e. the tenderer.

**For 3rd call of NIT:**

i) Intending tenderers should produce credentials of a similar nature of work of the minimum value of 20% of the estimated amount put to tender during 5(five) years prior to the date of issue of this tender notice; or,

ii) Intending tenderers should produce credentials of one single running work of similar nature of work which has been completed to the extent of 70% or more and value of which is not less than the desired value at (i) above;

In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e. the tenderer.

5) **TECHNICAL EVALUATION:**
i) The sealed envelope containing technical bid should be super-scribed with Tender Notice No and the words “Technical Bid “ should be written in bold letters.

ii) The technical bid should contain the tender documents signed on all pages as a proof of acceptance of terms and conditions of the tender by the tenderer along with the following documents:-

   a) General information about the organization.

   b) Summery of similar works implemented as per Clause 4.

   c) Copy of acknowledgement of Income Tax Return submitted regarding Income Tax paid for the last two financial years.

   d) Copy of GST Registration Certificate.

   e) PAN of the party.

   f) Affidavit

   g) Copy of professional Tax registration Certificate.

   h) Copy of Licenses / Registration as applicable

   i) Additional information, if any (optional).

   j) The technical bid must not contain any pricing information.

   k) The address and contact No. of the bidder should be clearly written on the envelope.

6. **FINANCIAL EVALUATION:**

   i) Financial Valuation will not be opened unless the information and documents provided in the Technical Evaluation are as per the eligibility criteria and as per satisfaction of the undersigned.

   ii) The financial Bid as prescribed in the tender in form IIA should be filled up and sealed along with enclosures in a separate cover super-scribed as “Tender Notice No. and words “Financial Bid “ should be written in bold letters.

   iii) Address and contact No. of the Bidder should clearly written on the cover.

      a. Financial Bid format is given in Form IIA.
b. The Bank details of the tenderers must be mentioned in the Form IIA for making payments online. This is obligatory.

7) **OUTER COVER** :-

i) Both the sealed envelopes containing the technical bid and financial bid should be put in one single outer envelop sealed and super-scribed giving the Tender Notice Number. The outer envelop should be sealed and should contain the following documents.

a) The cost of tender documents by way of receipt issued by the Ex-Officio Director, Harinalaya (Deer Park) & DCF/URF.

b) **The Earnest Money Deposit (E.M.D) @ 2% as mentioned in the schedule of tender and sale of Tender paper (Revenue) should be deposited in A/c No. 37004709906 for E.M.D. and S.D.) and Tender Fees in A/c No. 37004708595, State Bank of India, Specialised Institutional Banking, Kolkata, IFSC No. SBIN0014524 in favour of Ex-Officio Director, Harinalaya (Deer Park) & Deputy Conservator Forests, Urban Recreation Forestry Division and the same must be enclosed with Tender Form in original and without Chalan Tender Form will not be accepted by undersigned.

c) Covering letter of the tender must be signed by the bidders or by representative of the bidder who is authorized to commit contractual obligations. An application signed by such signatories must be submitted with all technical paper & technical bid.

ii) The address and contact No. of the bidder should be clearly written on the outer cover. The outer cover without superscription name and address are liable for rejection.

8) The tender not submitted as specified in the above clauses will be summarily rejected and following conditions should be strictly followed:

9) The sealed tender as specified in the above clauses will be received in the office of the undersigned by registered post / speed post/ Courier service/ by hand addressed by name, (Sri Rabindra Nath Saha, IFS, Ex-Officio Director, Harinalaya, Deer Park, & Deputy Conservator of Forests, Urban Recreation Forestry Division 10A, Auckland Road, Eden Gardens, Kolkata - 700 021.) and shall be opened as per
the schedule given in Table –I, by the undersigned or by his authorized representatives in presence of the tenderers or their authorized representatives. The tender opening can’t be delayed, in case no tenderer or his authorized representatives is present at the given time of opening of tender.

10) The Earnest Money will not be adjusted towards the security deposit. The earnest money of the successful tenderers will be refunded after depositing the security deposit in full. The Earnest Money of unsuccessful tender will be refunded on application within 7 days from the date of application.

The successful Tenderers have to be deposited of Security Money @ 10% in the A/c. No. 37004709906, State Bank of India, Specialised Institutional Banking, Kolkata, IFSC No. SBIN0014524 in favour of the Ex-Officio Director, Harinalaya, Deer Park & Deputy Conservator forests, Urban Recreation Forestry Division within 7(seven) days from the date of acceptance of Tender and a Contract Paper have to be signed in the Divisional Office, otherwise their Earnest Money will be forfeited to the State.

11) The security deposit will be released to the successful contractor/ supplier after 1(one) year from the last date of payment of bill for the work, provided no irregularities are noticed during this period. In case of any irregularities, the security deposit will be forfeited and in addition any legal action as deemed fit may be initiated.

12) Validity of the tender will be 1(One) year from the date of submission of the tender.

13) The undersigned reserves the right to place order for work for supply upto 50% more or 50% less of the quantity mentioned in the schedule of the tender.

14) The undersigned reserves the right to cancel the tender, if necessary, without assigning any reason whatsoever.

15) The undersigned is not bound to accept the lowest rate quoted by the tenderer and he is not bound to assign any reason, whatsoever, for such non-acceptance.
16) The undersigned reserves the right to accept the tender only after verifying / testing the sample up to the satisfaction.

17) The undersigned or his representatives will inspect the works, take necessary measurement, and perform the required tests as and when required. The tenderers should render the required co-operation in this regard.

18)*** No part payment will be made in case of works but in case of supply, part payment can be made if the supply is spread over a long period of time.

19) During the inspection by the undersigned or his representative, if the quality of the work / supply is not found up to the standard, the contractor/ supplier is bound to rectify the work or supply up to the satisfaction of the undersigned or his representative. Otherwise, the work order will be cancelled and the security deposit will be forfeited to the Govt. of West Bengal.

20) The work order will be issued only after placement of fund by the Government.

21) No extension of time will be allowed for delivery / execution of the work. The Tenderer / contractor shall not be considered in default, if delay in delivery / execution occurs due to causes beyond his / her control, such as acts of God, natural calamities, civil wars, fire, strike, frost, floods, riot and acts of unsurpassed power. In the event of delay due to such causes, the tenderer may apply to the Sri Rabindra Nath Saha, IFS, Ex-Officio Director, Harinalaya, Deer Park, & Deputy Conservator of Forests, Urban Recreation Forestry Division for extension of time for that period. Sri Rabindra Nath Saha, IFS, Ex-Officio Director, Harinalaya, Deer Park, & Deputy Conservator of Forests, Urban Recreation Forestry Division at his own discretion may extend for a length of time equal to the period of force majeure* or such period as he think suitable for that or may be cancelled. Such cancellation would be without any liability whatsoever on the part of the undersigned.

22) Materials will have to be procured by the tenderers by themselves following the standard and specification of PWD/PHE Schedules 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.

23) The tenderers are required to inspect the sites, site plans and specifications of the works before submission of the tender and future ignorance of any such item will not be entertained.

24) All works are required to be carried out as per plan and specification & estimate of the project subject to the modification by the undersigned at any point of time during execution of the work duly notified to the contractor/ supplier, within the project cost.

25) Royalty for any material, if obtained from Forest area, will have to be paid by the contractor. Even if the material is procured from other Govt. Deptt’s resources, the receipt for payment of such material must be shown and photo copies to be attached with the bill. Extra payment for such payment of Royalty etc. will not be entertained by the undersigned.

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.

27) Bricks works, cement concrete works & plastering works and similar works which requires should be done for the period as prescribed in the P.W.D. Schedule of Rates.

28) Statutory Deduction : Income Tax, GST, Labour Welfare Cess as applicable shall be deducted from the Gross amount of Bill.

29) The successful tenderer will not assign any part of the work to any other contractor.

30) The successful tenderer may, however authorize any person to supervise the day to day work, attend the measurement when taken by the undersigned or by his authorized Officer and record his signature on the work measurement note books.

31) Rate offered in the estimate is the final and tenderer will not have any further claim.
32) 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.

33) 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.

34) The terms and conditions of this “Tender Notice inviting tender” is part and parcel of the contract form.

35) In case of any dispute in execution of the work or supply, an application may be made to the Deputy Conservator of Forests, Urban Recreation Forestry Division and the decision of the undersigned is final and binding.

36) The technical evaluation will be done by the committee as formed by the undersigned vide his Office Order No. 642/28-282 dated 31st March, 2017.

37) The project cost floated in the tender shall include applicable GST within it and TDS under GST shall be deducted as applicable. Income Tax will be deducted from bill amount (excluding GST amount) as applicable.

38) Contingency will be at the disposal rules.

39) Work order will only be issued after getting approval from appropriate authority & subsequence release of fund for the same.

Ex-Officio Director, Deer Park (Harinalaya)&
Deputy Conservator of Forests,
Urban Recreation Forestry Division
Copy for information and wide Circulation to:

1) The Principal Chief Conservator of Forests (HoFF), West Bengal.
2) The Member Secretary, West Begal Zoo Authority.
3) The Chief Conservator of Forests, Conservation & Extension, West Bengal.
4) The Conservator of Forests, Parks & Gardens Circle.
5) Ex-officio Unit-in-Charge, Harinalaya, Deer Park.
6) Notice Board.

Ex-Officio Director, Harinalaya, Deer Park &
Deputy Conservator of Forests,
Urban Recreation Forestry Division
## Technical Bid Format

**Form 1A-General Information about the Organization**

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Particulars</th>
<th>Details to be furnished</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Telephone</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Email</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Fax</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Website</td>
<td></td>
</tr>
</tbody>
</table>

### Details of the Bidder (Organization)

| 7       | Name                                  |                         |
| 8       | Address                               |                         |
| 9       | Telephone                             |                         |
| 10      | Email                                 |                         |

### Details of Authorized Person

| 11      | Status of Organization                |                         |
| 12      | Details of Registration of Organization | Date: Ref:             |
| 13      | Number of Professionals in position in the Organization |                     |
| 14      | Locations and address of offices      |                         |
| 15      | Service Tax Registration Number       |                         |
| 16      | GST Registration Number (Enclosed latest GST Return) |                     |
| 17      | Professional Tax Registration Number  |                         |
| 18      | Income Tax PAN Number                 |                         |
| 19      | Details of any other Licenses/Registration(Copy to be enclosed) |                     |

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Signature of the Tenderer
**Firm 1-B “Summary of Similar Projects Implemented (Year wise)**

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the customer</th>
<th>Project Name</th>
<th>Start Date</th>
<th>End Date</th>
<th>Contact value</th>
<th>Whether successfully completed</th>
</tr>
</thead>
</table>

**Signature of the Tenderer**

**Form 1-C: Year wise Details of the Similar Projects Implemented by the Tenderer**
(use separate tables for each projects)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Item</th>
<th>Details</th>
</tr>
</thead>
</table>

**General Information**

1. Customer/Name of the Govt. Dept/PSU etc.
2. Name of the contact person and contact details

**Project Details:**

3. Name of the Project
4. Start Date
5. End Date
6. Current Status
7. Contact tenure

**Project Size:**

8. Contact Value (Rs. In Lakhs)
9. Total cost of Services provided by the Tenderer

Please provide work order and payment certificate as a proof of credential of successful implementation of the project.

**Signature of the Tenderer**
(Annexure – III)

Financial Bid Format

<table>
<thead>
<tr>
<th>Form-II-A</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Cost</td>
<td>Offered Bid in Percentage</td>
<td>Offered Bid in Rupees &amp; in Words</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Signature of the Tenderer
<table>
<thead>
<tr>
<th>Tender No.</th>
<th>Item of works</th>
<th>EMD and Tender Fees (Rs.)</th>
<th>Location of Works</th>
<th>Time of completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Supply, fitting, fixing, decorative food lamp and post including cement concrete, necessary steel, and nut bolt etc all complete from office entry gate to cafeteria at Harinalaya(deer park) New Town Rajarhat</td>
<td>3840/- 1000/-</td>
<td>Harinalaya (Deer Park), New Town, Rajarhat</td>
<td>Within 10 days after receiving work order</td>
</tr>
</tbody>
</table>
PART - A
GENERAL CONDITIONS

1.0 Registered Labour Co-operative Societies are required to furnish valid Bye Law, Current Audit Report, Minutes of last A.G.M (preferably), valid certificate from A.R.C.S. along with other relevant supporting papers.

2.0 The bidder participated in more than one tender, and appearing as the lowest (L1) bidder in all tenders or in some of the tenders, the technical committee shall decide the number of tenders to be accepted for award of tenders works based on the bidder financial status capacity as submitted in the technical bids arriving closer to the equivalent of the total requirements of eligibility against each tender. The bidder shall accept the decision taken by the tender committee. The bidder shall not have any right to choose the tenders to be awarded.

3.0 Running payment for work may be made to the contractor as per availability of fund. The contractor may get a running payment if the gross amount of each running bill is 25% & more of the agreement amount.

4.0 There shall be no provision of Arbitration. Hence Clause 25 of 2911(ii) stands omitted vide notification no 558/SPW dt. 13.12.2011 of Pr. Secretary, PW & PW (Roads) Deptt. In any dispute, which is even not solved after appealing to Member Secretary, WBZA dispute redressed committee vide GO no 8182-F(Y) Kolkata 26/9/2012 is to be followed.

5.0 No Mobilization /Secured advance will be allowed.

6.0 The contractor shall execute the work in such a manner so that steady proportionate progress of the work is maintained during execution of work.

7.0 Refund of Security Deposit will only be released after successful maintaining of appropriate service level of the work at least for 12 (twelve) months from the date of completion of the work to the entire satisfaction of the Engineer-in-Charge is mandatory.

10.1 If any defect / damage are found during the period as mentioned above, the contractor shall make the same good at his own cost true to the specification at par with instant project work. On failure to do so, penal action against the contractor will be imposed by the Department as deemed fit.

11. Site of work and necessary drawings shall be provided to the contractor in phase wise. No claim in this regard will be entertained.

12. The Bidder, at his own responsibility and risk is advised to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Financial Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction, the cost of visiting the site & expenditure, if any, shall be at his own expense. This office is not liable for any local problems/hindrance and bidders are requested to follow necessary steps as per Laws & procedure thereof.

13. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department.

14 The intending tenderer are required to quote the rate online

15 Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act, 1970 (b) Apprentice Act, 1961 and (c) minimum wages Act, 1948 (d) Indian Forest Act, 1927 & amendments (e) Wildlife (Protection) Act 1972 & amendments of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.

16 During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated / fake, such Tenderer bids shall be rejected without any prejudice bids, bidder would not be allowed to participate in the tender.

17 The Director, West Bengal Zoo Authorities, Government of West Bengal reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

18 The contractor's any of the document on verification if found incorrect / manufactured / fabricated / fake or false in that case awarded contract work liable to be terminated with imposition of penalties or penalized as deemed fit. The balance work shall be awarded on risk and cost basis tender.

19 Director WBZA decision shall be final and binding to follow in case of any discrepancy arises between two similar clauses contained in contract agreement.
The construction of the project work as mentioned in the schedule will have to be undertaken immediately on receipt of work order and the work must be completed as mentioned in the work order in conformity with “BAR CHART”.

No extension of time will be allowed under any circumstances. (Except flood, earthquake, unforeseen reasons or any circumstances beyond control) Penalty of 1% for delay of 30 days, 2% for 45 days. Thereafter if work progress not improved, the work shall be terminated with forfeiture of EMD Security Deposit and Balance bill payments if so due and balance work shall be completed at risk and cost basis contract.

Materials will have to be procured by the contractors by themselves following the standard & specifications of PWD/PHE Schedules of the district, subject to the approval of the undersigned or his authorized Officers. Timber/logs must have valid receipt from registered dealer along with Transit Pass reference no. In case of supply of any material by the department, the cost of such material will be recovered from the bill of the Contractor.

The Director WBZA reserves the right to terminate the agreement at any point of time of execution of the work within the schedule of time of completion of the tendered work, if performance quality and / or progress of various items of work are not satisfactory, or delayed or violate any term & condition of agreement.

The contractor is liable to pay the skilled, unskilled and other labour wages as per existing rules. Local skilled Forest Protection committee members may be involved but is not mandatory.

The successful tenderer will not assign the work or part of the work to any other contractor as subcontract work.

The contractor may, however authorize any person working under his firm on roll as employee to supervise the day to day work, submit the requisition of materials, attend the measurement when taken by the authorized officer and record his signature on the work measurement note books. The authority there to duly approved by the Director WBZA or its authorized representative.

In case of any dispute the decision of the Director, WBZA will be final and binding for completion of work. However if contractor is not satisfied, he is liberty and free to represent to the higher Authority without suffering the progress.

The tender notice along-with all terms & conditions, tender Schedule ashausted on website for tender notice work will form the part of the agreement to be executed.

The Tender inviting authority reserves the right if practicable to split the work amongst the lowest bidders appearing with same rate or to award the work any one of two whose Credentials are superior over other. It is therefore requested to submit the list of works completed and list of works in progress along with workwise details for last three years period including last three financial years turnover along with Audited sheets.

Location of the works will be finalized by the by The Director, WBZA after joint inspection.

Any part while signing agreement realized as typographical mistake in case of Unit, Rate, Quantity, Amount, any type of nomenclature in items of works / item itself including description etc. shall not be altered and whatsoever as stated in documents shall be included in the agreement. The operation of such item is reasonable and practicable shall be decided by the Director WBZA whether to execute for construction or to drop and call for as additional new item rates as per contained in terms and conditions of tender.

Work order will be issued subject to approval of fund from higher Authority.

PART – B

GENERAL INSTRUCTIONS TO TENDERERS

1. INCOME TAX CERTIFICATES: A Certificate of Income tax clearance from the appropriate authority in the forms prescribed there for duly indicating annual turnover. These certificates shall be valid for one year from the
date of issue or for the period prescribed therein for all tenders submitted during the period. Copy of last assessment order duly certified as true copy by the chartered accountant shall also be submitted.

2.0 Information on type of holding details of the Tenderer’s organization shall be submitted as follows:

2.1 IN CASE OF FIRMS WITH SOLE OWNERSHIP: Full name, experience and address of the proprietor and nature of business.

2.2 IN CASE OF PARTNERSHIP FIRMS: The names of all the partners with addresses and their experience. A copy of the partnership deed/instrument of Partnership duly certified by a Notary Public shall be enclosed.

2.2.1 The value of work shall be taken in the same proportion of share of partnership deed.

2.2.2 If the partnership deed do not speak of percentage share of each partner, it shall not be considered as Credential for qualifying Eligibility criteria.

2.3 IN CASE OF COMPANIES: Date and place of registration including date of commencement certificate in case of public companies and the nature of business carried out by the Company. Certified copies of memorandum and Articles of Association are also to be furnished. Also indicate names, addresses and experience of the Directors.

3. RETURN OF SECURITY DEPOSIT: If the contractor fully performs and completes the work in all respects to the entire satisfaction of WBZA and presents an absolute "No Demand Certificate" in the prescribed form and returns properties belonging to WBZA taken, borrowed or hired by him for carrying out the said works and shall be released only after the Guarantee Period of 12 months is completed satisfactorily.

4. No interest shall be payable by WBZA on Earnest Money Deposit, Security Deposit or on any moneys due to the contractor.

5.0 COMMENCEMENT AND COMPLETION OF WORK

5.1 The contractor shall commence the work within the time indicated in the Letter of Intent / acceptance and shall proceed with the same with due expedition without delay. The responsibility of successful Tenderer under this Contract commences from the date of issue of the Letter of Intent.

5.2 If the successful tenderer fails to commence the work within the stipulated time, WBZA, at its sole discretion, will have the right to terminate the contract. The Earnest Money and/ or Security Deposit will stand forfeited without any further reference to him without prejudice to any and all of WBZA’s other rights and remedies in this regard.

5.3 All the works shall be carried out under the direction and to the satisfaction of the Director WBZA.

12.2 SUPERVISORY STAFF AND WORKMEN

12.2.1 The contractor shall deploy all the experienced skilled, semiskilled and unskilled workmen required for all the works under this specification.

12.2.2 The supervisory staff including qualified Engineers deployed by the contractor shall ensure proper out-turn of work and discipline on the part of the labour put on the job by the contractor and in general see that the works are carried out in a safe and proper manner and in coordination with other labour and staff deployed directly by WBZA or other contractors of WBZA / other agency.

12.2.3 During the course of construction, if the progress is found unsatisfactory, or in the opinion of WBZA, if it is found that the skilled workmen like welder, fitters, technicians etc. deployed are not sufficient, contractor shall arrange more work force to cope up progress.
13.0 MATERIALS

13.1 **WBZA will not supply any material.** All the material arranged by the contractor shall confirm these specifications and supported by the documentary proof for purchase of material from the authorised dealer and source.

13.2 All materials to be provided by the contractor shall be of best kind in conformity with the specifications laid down in the contractor or as per relevant Indian Standard/PWD SOR.

13.3 It shall be the responsibility of the contractor to obtain prior approval of WBZA, regarding suppliers, type of electrodes etc. before procurement of welding electrodes / TIG wires. On receipt of electrodes at site these shall be subjected to inspection and approval by WBZA. The contractor shall inform WBZA details regarding type of electrodes, batch No., date of expiry etc. and produce test certificate for each lot / batch with correlation of batch / lot number with respective test certificate. Without valid test certificate, the use of welding electrodes is prohibited.

14.0 Stacking and Storage of Materials

14.1 Fine Aggregate- it should be stacked on a dry brick pavement floor and should be made fit as per the required Zone by mixing the missing sizes. **Work will be done with good quality materials.** The detail of stacking, cleaning etc should be done as per PWD SOR and Zone should be followed as per IS Code.

14.2 Coarse Aggregate- it should also be stacked over the Brick pavement.

14.3 Reinforcement Steel- it should be placed as per the direction of the Authorized person of the Director.

14.4 The cement should be placed in dry room over wooden floor as per the direction/ PWD SOR. The cement brand, Date of Manufacturing etc all the details must be clearly visible over the waterproof bags of Cement.

**NOTE:**
It is to ensure while collecting the above materials for mixing that the natural surface soil is not mixed up with the above materials. If so happened, then it must be kept aside and should be washed before prior use.

15.0 Grid Layout Layout plan-
It should be got approved at site before commencement of work before excavation of foundation and got approved by Director's Authorized Person.

16.0 SITE DRAINAGE

16.1 All water including sub-soil water which may accumulate on the Site during the progress of the works or in trenches and excavations, including monsoon period shall be removed by the contractor from the Site to the satisfaction of the Engineer. It will also be responsibility of the contractor to de-water all the foundation pits, trenches with suitable dewatering methods like, pumping out, well point system etc. considering the depth of water table at plant site. All such expenditure on **dewatering** shall be deemed to be included in quoted rates.

**Note:** the casting of concrete work at shallow water ground level, the dewatering should be on continuous process at such location extra use of cement in concrete 10%-12% shall be insure as per IS code without any extra cost, same should be included in quoted rate.

19.0 MATERIAL OBTAINED FROM EXCAVATION

Materials of any kind obtained from EXCAVATION on the Site shall remain the property of WBZA and shall be disposed of as the Engineer may direct, at no extra cost.

20.0 TREASURE, TROVE, FOSSILS etc.

All fossils, coins, articles of value or antiquity and structures and other remains or things of geological or archaeological interest discovered on the site shall be the absolute property of WBZA and the Contractor shall take reasonable precautions to prevent his workmen or any other person from removing or damaging any such article or thing, shall immediately upon discovery thereof and before removal acquaint the Engineer with such discovery and carryout the Engineer’s directions as to the disposal of the same.
21.0 PROTECTION OF WORKS

21.1 Trees designated by the Engineer shall be protected from damage during the course of the Works and earth level. Where necessary, such trees shall be protected properly.

21.2 The contractor shall provide and maintain at his own expense all lights, guards, fencing and watching when and where necessary or required by the Engineer for the protection of the Works or for the safety and convenience of those employed on the Works or the public.

21.3 The contractor shall have total responsibility for protecting his works till it is finally taken over by the Engineer. No claim will be entertained by the Engineer for any damage or loss to the contractor’s works and the contractor shall be responsible for the complete restoration of the damaged works to its original condition to comply with the specifications and drawings. Should any such damage to the contractor’s works occur because of other party not under his supervision or control, the contractor shall make his claim directly with the party concerned. The contractor shall not cause any delay in the repair of such damaged works because of any delay in the resolution of such disputes. The contractor shall proceed to repair the work immediately and no cause thereof will be assigned pending resolution of such disputes.

21.4 Contractor shall be fully responsible for the security of his workmen/ employees/ associates/all kinds of materials deployed by the contractor / tools and plants. Contractor shall also be responsible for the security of all the executed works, under execution works and completed works till the period it is fully taken over by WBZA.

22.0 RECORD FOR MATERIALS CONSUMED

The contractor shall maintain and furnish to the Engineer the RECORD OF MATERIALS consumed in the works for each activity. The statement showing the theoretical vis-à-vis actual consumption of specified materials, such as structural /reinforcement steel, cement, bitumen, lead, paint etc., shall be enclosed along with the Running Bills submitted by the contractor. Contractor has to also furnish the test results of the materials used in the work as per IS specifications.

23.0 PROTECTION OF EMBEDMENTS BOLTS ETC.

The contractor shall ensure proper protection to the satisfaction of the Engineer, of all bolts, inserts, embedment’s etc. from weather etc/ by greasing, rapping them with gunny bags or canvas or by any other means as directed by Engineer. Cost of such protections shall be deemed to be included in the rates quoted for the item.

24.0 QUALITY ASSURANCE

The contractor has to establish / arrange at site the field testing facilities for testing of civil construction materials and concrete cubes for ensuring the proper quality, grade and strength of the materials used in the construction in line with approved field quality check list of WBZA. Contractor has to submit detailed report for testing of all material used etc. All testing shall be done as per IS code specifications/ WBZA’s quality plan. If further test is required by the engineer to be carried from outside laboratory, the cost of the same shall be borne by the contractor.

25.0 METHOD OF MEASUREMENT-

Method of measurements shall be as per standard specification included in the tender. For other items, measurement shall be as per relevant IS CODE.

PART – C

GENERAL TERMS AND CONDITIONS

1.0 DEFINITION OF TERMS

Throughout the Tender Documents including the Enquiry Letter, the following words shall have the meanings assigned to them herein, unless the subject matter or the context requires otherwise.
1.1 The 'Purchaser' or 'WBZA' shall mean West Bengal Zoo Authority incorporated under the Companies Act 1956, with its Registered Office at WBZA KB - 19, Second Floor, Aranya Bikash Bhawan, Salt Lake City, Sector - II, Kolkata - 700098, which expression shall include its successors and assigns; acting through its Fabrication Plant (FP), or its authorised officers or its Engineer or other employees authorised to deal with any matters with which these persons are concerned, on its behalf.

1.2 The 'Tenderer' shall mean the Firm/Company/Organisation, which quotes against the Tender Enquiry issued by the Purchaser. It may also be referred as 'Bidder'.

1.3 The 'Contractor' shall mean the individual, firm or company whose Offer is accepted by WBZA and enters into Contract with WBZA and shall include its executors, administrators, successors and permitted assigns.

1.4 The 'Contract' shall mean and include the agreement, the work order, the accepted appendices of rates, Schedules of Quantities, if any, General Conditions of Contract, Special Conditions of Contract, Instructions to Tenderers, the drawings, the technical specifications, the special specifications, if any, the tender documents and the Letter of Intent/ Acceptance letter issued by WBZA. Any conditions or terms stipulated by the Tenderer in the tender documents or subsequent letters shall not form part of the Contract unless specifically accepted in writing by WBZA in the Letter of Intent and incorporated in the Agreement. It may also be referred as 'Contract Document'.

1.5 The 'Sub-contractor' shall mean the person/firm/company/organisation to whom any part of the work has been sub-contracted by the Supplier, with the written consent of the Purchaser and shall include his heirs, executors, administrators, representatives and assigns.

1.6 The 'Engineer', for the purpose of this Contract shall mean an engineer, person or company duly appointed as such from time to time or such other officials as may be duly authorised and appointed and notified in writing by purchaser to act as engineer. In cases where no such Engineer has been so appointed, the word 'Engineer' shall mean the Purchaser or his duly authorised representative. It may also be referred to as Engineer-in-Charge.

1.7 The 'Equipment' shall mean and include plant and stores on which work is to be done by the Contractor under the Contract.

1.8 The 'Work' shall mean and include supply of all categories of labour, specified consumables, tools and tackles required for complete and satisfactory construction, site transportation, handling, stacking, storing, erecting, testing and commissioning of the equipment; as defined in the Tender Documents, to the satisfaction of WBZA. It may also be referred as 'CONTRACT WORK'.

1.9 The 'Tender Document' shall mean and include the instruction to Tenderers, general conditions, bidding conditions, specific conditions, specifications, schedules, drawings, form of tender, schedule of prices and quantities, contained in the Tender and any subsequent modifications thereof. It may also be referred as 'Tender Specification'.

1.10 The 'Offer' shall mean and include the technical and commercial documents including specifications, schedule of prices and quantities, drawings etc submitted by the Tenderer in response to the tender enquiry and any subsequent clarifications thereof. It may also be referred as 'Bid'.

1.11 'Acceptance of offer' shall mean issue of letter of intent/award or memorandum or detailed Order/Contract communicating the acceptance of offer, to the successful Tenderer.

1.12 The 'Letter Of Intent' shall mean the intimation by a letter / fax to the Tenderer that the tender has been accepted in accordance with provisions contained in the letter. The responsibility of the contractor commences from the date of issue of this letter and all the terms and conditions of contract are applicable from this date.

1.13 The 'Site' shall mean the site of the proposed work at place for which NIT published by the DIRECTOR WBZA.

1.14 The 'Completion Time' shall mean the period specified in the Letter of Intent or date mutually agreed upon for completing the work to the satisfaction of the Engineer, being of required standard and conforming to the specifications of the Contract including extension period.

1.15 The 'Tests' shall mean and include such test or tests to be carried out by the Contractor as are prescribed in the Contract or considered necessary by the Director WBZA in order to ascertain the quality, workmanship,
performance and efficiency of the contracted work or part there off.

AFFIDAVIT – "Y"

(To be furnished in Non Judicial Stamp paper of appropriate value duly notarized)

1) I, the under-signed do certify that all the statements made in the attached documents are true and correct. I have all machineries as per NIT & all will be at site during entire period of work. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.

2) The under-signed also hereby certifies that neither our firm M/S…………………………………………………………… nor any of constituent partner had been debarred to participate in tender by the any Government Department during the last 3 (three) years prior to the date of this N.I.T./We have presently .......... nos of works in my hand & I would finish the work in time.

3) The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.

4) The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.

5) Certified that I have applied in the tender in the capacity of individual/ as a partner of a firm/authorized representative of company or society and I will not handover the job to any other person except my employee to supervise.

Signed by an authorized officer of the firm.

Title of the officer
Name of the Firm with Seal
Date:

Government of West Bengal
Directorate of Forest

Name of Range : Harinalaya, Deer Park Range

Nature of Work : Proposed Broad Estimate for supply, fitting, fixing decorative food lamp & post including Cement Concrete, Necessary steel, and nut bolt etc all complete from office entry gate to Cafeteria at Harinalaya, Deer Park. AA- IIE in New Town, Kolkata, of 2020 – 2021.
<table>
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<th>SL NO</th>
<th>Description of Items</th>
<th>Unit</th>
<th>Qty.</th>
<th>Rate</th>
<th>Amount</th>
<th>Remark</th>
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<tr>
<td>1</td>
<td>Earth work in excavation of foundation trenches or drains, in all sorts of soil (including mixed soil but excluding late rite or sandstone) including removing, spreading or stacking the spoils within a lead of 75 m. as directed. The item includes necessary trimming the sides of trenches, leveling, dressing and ramming the bottom, bailing out water as required complete. Depth of excavation not exceeding 1,500 mm. 1/ Post – 0.300 x 0.300 x 0.400 x 18 No = 0.648 cubic 2/ Laying of ware – 400 mt x 0.300 x 0.400 = 48.00 cubic</td>
<td>% Cum</td>
<td>48.648</td>
<td>11927.00</td>
<td>5,802.24</td>
<td>Pwd Page No.-1 Item no- 2/a</td>
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<td>2</td>
<td>Earth work in filling in foundation trenches or plinth with good earth, in layers not exceeding 150 mm. including watering and ramming etc. layer by layer complete. (Payment to be made on the basis of measurement of finished quantity of work)  a) With earth obtained from excavation of foundation. 1) / Laying of ware – 400 mt x 0.300 x 0.400 = 48.00 cubic</td>
<td>% Cum</td>
<td>48.000</td>
<td>7754.00</td>
<td>3,721.92</td>
<td>Page No.-1 Item no- 3/a</td>
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<tr>
<td>3</td>
<td>Supplying and laying Polythene Sheet (150gm / Sq.m) over damp proof course or below flooring or roof terracing or in Foundation or in foundation trenches. 1/ 0.300 x 0.300 x 18 No = 1.620 sqm 2/ 0.300 x 4 x 18 = 8.640 sqm</td>
<td>Sq.m</td>
<td>10.260</td>
<td>24.00</td>
<td>246.24</td>
<td>Page No.47, Item no- 3</td>
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<td>4</td>
<td>Ordinary Cement concrete (mix 1:1.5:3) with graded stone chips (20 mm nominal size) excluding shuttering and reinforcement if any, in ground floor as per relevant IS codes. 1/ 0.300 x 0.300 x 0.400 x 18 No =</td>
<td>Cu.M</td>
<td>0.648</td>
<td>6136.41</td>
<td>3,976.39</td>
<td>Page No 26/10/i As per 3rd Corrigenda</td>
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<td>5</td>
<td>Reinforcement for reinforced concrete work in all sorts of structures including distribution bars, stirrups, binders etc initial straightening and removal of loose rust (if necessary), cutting to requisite length, hooking and bending to correct shape, placing in proper position and binding with 16 gauge black annealed wire at every intersection, complete as per drawing and direction. a/For works in foundation and upto roof of ground floor/upto 4 m (i) Tor steel/ Mild Steel SAIL/ TATA/RINL</td>
<td>M.T.</td>
<td>0.070</td>
<td>58249.00</td>
<td>4,077.43</td>
<td>Page No.43 Item no-40/a/i/l</td>
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<td>6</td>
<td>Supplying, Fitting &amp; fixing different factory made Metal Craft Sheet (excluding cost of metal crafting) inclusing cost of powder coating (for M.S, Aluminium plate) &amp; finished metal sheet with all fitting accessories complete in all respect as per direction of Engineer-in-Charge Mild Steel Plate i) 2.0mm thick 1/ 0.250 x 0.250 x 18 NO = 1.125 sqm</td>
<td>sqm</td>
<td>1.125</td>
<td>1627.00</td>
<td>1,830.37</td>
<td>Page No.-292 Item no-20/i</td>
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<td>7</td>
<td>Renewing galvanized J or L hook-bolt with nut and with necessary limpet and bitumen washers,</td>
<td>Each</td>
<td>72.00</td>
<td>30.00</td>
<td>2,160.00</td>
<td>Page No.-97 Item no-20/a</td>
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<td>8</td>
<td>Supply of Finolex 4 sq mm electric copper wire including loading, unloading</td>
<td>R/m</td>
<td></td>
<td>900.00</td>
<td>34.00</td>
<td>30,600.00</td>
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<td>carrying up to side.</td>
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<td>9</td>
<td>Supply of Decorative Gate pillar light including loading, unloading carrying</td>
<td>Each</td>
<td></td>
<td>5.00</td>
<td>5.500</td>
<td>27,500.00</td>
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<td>up to side &amp; fitting, Fixing etc all complete.</td>
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<td>10</td>
<td>Supply of Decorative street light &amp; post including loading, unloading carrying</td>
<td>Each</td>
<td></td>
<td>18.00</td>
<td>5,000.00</td>
<td>90,000.00</td>
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<td>up to side &amp; fitting, Fixing etc all complete.</td>
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<td><strong>Add Cess – 1%</strong></td>
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<td>1,92,003.00</td>
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</tbody>
</table>

RS. One Lack Ninety Two Thousand Three Only

EX-officio Director (Deer Park)
Deputy Conservator of Forests
Urban Recreation Forestry Division.
Deer Park, New Town, Kolkata,