



Government of West Bengal
 Directorate of Forests
 Office of the Divisional Forest Officer
 Baikunthapur Division
 Hakimpara, Siliguri – 734001, W.B.

Tender Notice No.2/Budget/BKP of 2011-12

Sealed Tenders by Registered post only are invited in the prescribed form as specified for the following works from eligible tenderer as per particulars below and will be received by the Divisional Forest Officer, Baikunthapur Division up to the time specified herein.

1.
 - a) Name of Project ➤ Construction of Group-D quarter, Boundary wall, and Boulder Sausage work under Baikunthapur Forest Division.
 - b) Detail of work ➤ As stated in Annexure-I attached
 - c) Name and address of the Tender accepting authority ➤ The Secretary of the Govt. of West Bengal Deptt. of Forests,
 Or
 The Principal Chief Conservator of Forests (HoFF), West Bengal.
 Or,
 The Conservator of Forests,
 Northern Circle, West Bengal
 - d) Contractor's eligible to submit Tender ➤ Listed contractors/Supplier of P.W.D., W.B., C.P.W.D. class A/B/C, contractors/ Supplier of M.E.S. and railways having entitlements of Building works and other bonafied contractors having sufficient and adequate credentials 60% of total estimate cost of similar type of works in last 5(five) financial years i.e 2006-2007 to 2010-2011. Contractors registered with other State Govt. are also eligible to bid the work. Foreign firms from all eligible countries meeting the post qualification criteria specified in the Tender Notice document are also eligible to bid. Credentials for tenders and sales Tax, Income Tax etc. Clearance certificate to be produce before receiving tender documents. Co-operative societies must produce the documents in support of their exemption.

Signature of tenderer with seal

- e) Estimated value of the ➤ As stated in Annexure –I attached.
- f) Earnest money of the work ➤ As stated in Annexure –I attached.
- g) Price of Tender document with printed tender form ➤ As stated in Annexure –I attached.
- h) Date & time of issue of tender paper and place of availability ➤ The Tender documents will be made available for sale from the office of the Range Officer, Attached Forest Range, Range officer Sarugarah, Range Officer Targhera, Range Officer Belacoba under Divisional Forest Officer, Baikunthapur Division between 11.00 am to 3.00 pm on 05.01.2012 and 06.01.2012. Application for the Tender documents shall be accompanied by a non – refundable fee (as stated in Annexure-I) to be deposited with the Range Officer, Attached Forest Range. Tender Notice requested by mail will be dispatched by post on placement of a self addressed stamped envelope. The Divisional Forest Officer will not be held responsible for postal delay if any for delivery or non-receipt of the same.
- i) Condition of bid ➤ Sealed price bid (Sealed Tender) must be accompanied by form of Treasure Challan under head of service 8782-00-103-001-08 the Earnest money as per Annexure-I as did security in the Remittance of Bank of postal Certificates. Cash or Cheque as Earnest money will not be entertained One Tenderer can only bid for one project. Engineers Co-operative can bid for one project except the reserved.
- j) Date of application ➤ Up to 06.01.2012 up to 2:00 P.M
- k) Date of Purchase of tender paper ➤ As given in (h)
- l) Last date and time of receipt of tender by registered post ➤ 18.01.2012 by 03:00 P.M
- m) Date and time of opening of tender ➤ 18.01.2012 at 4:P.M
- n) Time for completion of work ➤ As Stated in Annexure – I attached

Signature of tenderer with seal

- 2) The Tenders will be opened by the undersigned on above mentioned date and time, in presence of Tenderers or their representatives as may be. If the tenderer or their representatives fails to attend during opening to be held after closing time as mentioned above, tenders shall be opened in their absence and no subsequent objection shall be entertained under any circumstances.

TENDER DOCUMENTS SHALL CONSIST OF

The detailed Notice inviting tenders tender notice and set of other tender documents containing General conditions of contract, specification and price schedules and time schedule.

- 3) The Tender documents and other relevant particulars, if any may be seen by the intending tenderes during office hours in the office of the Divisional Forest Officer, Baikunthapur Division.
- 4) The intending tenderer will apply in time to the Divisional Forest Officer, Baikunthapur Division for tender paper with a non-refundable fee. Contractors shall in addition have also to produce to the Divisional Forest Officer, Baikunthapur Division the original credential certificate of estimated value of work of similar type of structural building work and past experience and an undertaking that they will employ technically qualified persons to look after the work. Contractors shall have to produce valid Income Tax, Sales Tax and Professional Tax clearance certificate. In case of any ambiguity regarding credentials the same may be send to concerned authorities for verification & on found any fraudulence the incumbent submitting it will be prosecuted.
- 5) The Tender documents are to be purchased on cash payment from the office of the Range Officer, Attached Forest Range, Range Officer Sarugarah, Range Officer Targhera, Range Officer Belacoba under Divisional Forest Officer, Baikunthapur Division during office hours on all working days, at prices stated in Annexure-I to be paid in cash on 05/12/2012 & 06/12/2012 between 11:00 A.M to 3:00 P.M
- 6) In addition to the set of Tender documents the tenderers will have to deposit Earnest money as specified in Annexure-I in the following forms: Treasury Challan under H/S 8782-00-103-001-08 Call Deposit, Bank.

Signature of tenderer with seal

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- 7) Intending Tenderers will be required to inspect the site of work and get themselves thoroughly acquainted with local condition of all factors, which may affect their rates. No argument in this regard regarding site problems will be entertained after acceptance of tender.
- 8) The accepting authority reserves the right to reject any or all the tenders without assigning any reason and will not be bound to accept either the lowest tender or any of the tenders.
- 9) The tenderer should quote the rates in figures as well as in words in the prescribed tender form as shown below:

“I/We agree to carry out this work mentioned in project No..... of tender Notice No...../ Budget ofat per with/ at (%) below/ at (%) above the rates shown in the price schedule of rates for the work attached with Tender”.

The quotation shall be clearly and legibly written by the person signing the tender and with the same pen and ink. Erasing or overwriting shall not be allowed. Corrections in the quotation should be avoided, but if this becomes un-avoidable, the entire quotation should be struck out and signed (no simply initialed) by the tenderer and fresh quotation in the proper form should be submitted.

The tenderer must sign at the bottom of each page of the tender documents. Over writing shall not be allowed. All Corrections, addition & alteration etc. must be duly signed. In the event of a tender being submitted by a firm, it must be signed by a member or members of the firm having legal authority to do so and if called for legal documents in support must be produced for inspection and in the case of a firm run out by one member or a joint family, it must be disclosed that the firm is duly registered under the Indian partnership act.

Signature of tenderer with seal

- 10) Complete tender documents are to be placed in a cover and duly sealed with the particulars of the work and the name and address of the tenderer super scribed on the cover. The sealed cover containing the tender is to be submitted by Registered post only addressing by name and not merely by designation of the undersigned so as to reach the office of the undersigned on or before the date and time specified. The undersigned, however will not be responsible for postal delay or loss. The Tender Notice No. and Project No. should be clearly mentioned on the top cover containing the tender documents.
- 11) The tender shall not be deemed to be fit for consideration unless the tender documents are fully and completely filled in all respect. Any tender which is incomplete and does not comply with the prescribed condition or stipulated items as laid down herein or in other tender documents shall be liable to rejection at the time of opening or during subsequent scrutiny.
- 12) Canvassing in connection with the tender is strictly prohibited and a tenderer who resorts to this, will render his tender liable to rejection.
- 13) A tender once submitted shall not be withdrawn within a period of 6 (Six) months from the last date of receipt of tender.
- 14) The acceptance of the tender will rest with the Secretary to the Govt. of West Bengal, Department of Forests, or Principal Chief Conservator of Forests, West Bengal or the Conservator of Forests, Northern Circle, West Bengal as the case may be who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all the tenders received without assigning any reason.
- 15) Earnest money deposited by an un-successful tenderer will be refunded on application to the Divisional Forest Officer, Baikunthapur Division immediately after acceptance of the tender.

Signature of tenderer with seal

<u>Signature of tenderer with seal</u>
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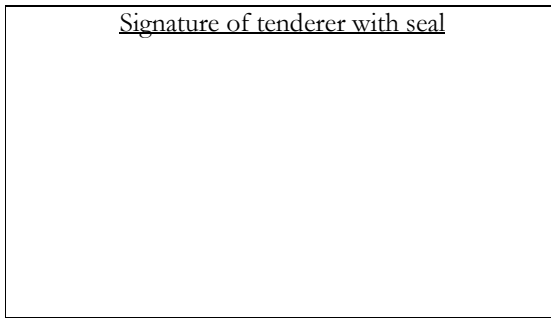
- 16) It must be clearly understood that the quantities of the various items indicated in the schedule probable items are approx. only and may be appreciable increased or decreased during actual execution. The contract shall remain un-affected by alteration. The contractor shall have to pay total security deposit equal to 10% (ten percent) of the tendered amount in the form of Treasury Challan/Bank Deposit/ Postal Certificates solely in the name of applicant/ Firm during the time of signing of contract Agreement. Work order will be issued only after due pledging of certificate.
- 17) The work will be taken up on receipt of approval and placement of fund by the higher authorities.
- 18) All materials will have to be supplied by the contractor & the undersigned reserves the right not to allow the use of materials which are not found up to the mark.
- 19) The contractor shall have to obey the rules of the Lablur Contract Act. 1970 and should engage the local labourers, Forest villagers and F.P.C/E.D.C. members as far as practicable.
- 20) The security money of the contractor will be released only after 6 (six) months on satisfactory completion of work and receipt of completion report in respect of fulfillment of the contract.
- 21) Successful tenderer once awarded work order, shall submit to undersign a written progress report with photographs of the project on interval of every fifteen day, from the date of issue of work order.

Signature of tenderer with seal

- 22) Tendere must put his signature at each and every page at the specific space provided for the same
- 23) Work Order shall be issued only after receipt of the Government Sanction or Go Ahead. If GOVERNMENT SANCTION or GO AHEAD is received so late that it is not possible to execute the work technically in available time limit of the financial year 2011-12, the tender shall become null and void and no work order shall be issued in that case either.
- 24) The condition of tender set forth above will form a part of the agreement.

Enclosed : Annexure – I (Schedule of work)

Signature of tenderer with seal



Divisional Forest Officer
Baikunthapur Division

No. _____/

Dated, Siliguri, the ____/____/2011

Copy forwarded for information & wide circulation to –

1. The Chief Conservator of Forests, North Bengal
2. The Conservator of Forests, Northern Circle, West Bengal
3. The All Divisional Forest Officer, West Bengal.
4. All Range Officer, Baikunthapur Division.
5. The Executive Engineer, P.W.D. Siliguri.

Divisional Forest Officer
Baikunthapur Division

CFNC/WB's approval No. 0002 / 3D – 83, dated 02.01.2012.