Government of West Bengal
Directorate of Forests
Office of the Divisional Forest Officer
Jhargram Division
Ghoradhara, Jhargram, Dist-Jhargram - 721507
Ph. No. & Fax No. 03221-255010, Mail – jmzpjhargram@gmail.com

TENDER NOTICE NO. 04/Terracotta Designer Tiles for Nature Interpretation Centre /JMZP/ Junglemahal Zoological Park/2019-20

Sealed Tender to be addressed by name, “Shri B.S. Holeyachi, IFS, IFS, Divisional Forest Officer, Jhargram Division” and not by official designation are invited from the experienced and resourceful contractors/suppliers having credential of similar types of works/supplies. The details of works, locations, specifications etc. are mentioned in the Schedule-I, which is part of the terms and conditions enclosed herewith and as per the time schedule given in Table-I.

TABLE - I
Schedule of Dates:-

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Key Activities</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Date of beginning of Sale of tender papers</td>
<td>29/02/2020</td>
<td>11.00 a.m.to 5.00 p.m.</td>
</tr>
<tr>
<td>2.</td>
<td>Date of closure of Sale of tender papers</td>
<td>03/03/2020</td>
<td>Upto 1.00 p.m.</td>
</tr>
<tr>
<td>3.</td>
<td>Technical &amp; Financial – Bid submission End date</td>
<td>06/03/2020</td>
<td>2.00 p.m.</td>
</tr>
<tr>
<td>4.</td>
<td>Date of opening of technical bids</td>
<td>06/03/2020</td>
<td>3.30 p.m.</td>
</tr>
<tr>
<td>5.</td>
<td>Evaluation of technical bids</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>6.</td>
<td>Date of opening of financial bids</td>
<td>06/03/2020</td>
<td>3.30 p.m.</td>
</tr>
</tbody>
</table>

TABLE - II

| 1.     | Offices from which the tender paper can be purchased. | A.F.R. of Jhargram Division |
|        | Website Address                                        |                           |
| 2.     |                                                        | Not applicable             |

SCHEDULE – I

1. Cost of Tender Papers - Rs. 500/-
2. Amount of Tender Money - 2% of estimated cost.
3. Amount of Security Deposit - 10% of offered rate.
4. Schedule of Works:

<table>
<thead>
<tr>
<th>Tender Notice No.</th>
<th>Details of work including Specification</th>
<th>Locational details</th>
<th>Estimated cost</th>
<th>Expected date of completion of the work</th>
</tr>
</thead>
<tbody>
<tr>
<td>04</td>
<td>Supply and Fitting, Fixing of Terracotta Designer Tiles in walls of Nature Interpretation Centre at Jungle Mahal Zoological Park.</td>
<td>At Jungle Mahal Zoological Park Jhargram Division.</td>
<td>2,72,047.00 (Including GST)</td>
<td>15 days from the date of issuance of work order</td>
</tr>
<tr>
<td>Total:</td>
<td></td>
<td></td>
<td>2,72,047.00</td>
<td></td>
</tr>
</tbody>
</table>
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 Officers 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 download from the website mentioned in Table – II.

2. Tender cost of the tender papers should be deposited in Cash with the concerned Range Officer or which the Attached Forest Ranger in case the forms are purchased from the Divisional Office. In case of Tender Form download from the website, the cost of Tender Form should be paid in the form of Demand Draft payable to the Divisional Forest Officer, Jhargram Division, and payable at Jhargram or through Treasury Challan and to be submitted in the outer envelope.

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

4. Eligibility Criteria

Bonafide Govt. contractor having valid Income Tax PAN, Professional Tax Registration, Service Tax Registration Number, ESI Registration Number and license issued by the labour Commissioner, Govt. of West Bengal under the Contract Labour (R & A) Act, 1970 and having experience of completion of similar type of work during the last 3 financial years for a single contract not less than 75% of the estimated amount put to tender are eligible to participate.

5. TECHNICAL BID :-

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 in Form – IA.

b. Summary of similar works implemented in Form – IB.

c. Details of similar works implemented in the last 5 years in Form – IC.

d. Copy of acknowledgement of Income Tax Return submitted regarding Income Tax paid for the last financial year.

e. Copy of GST Registration Certificate.

f. Copy of professional Tax Registration Certificate.

g. Copy of Licenses / Registration as applicable & GST applicable.
h. Additional information, if any (optional).

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

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

v) Certificate of GARMIN approved.

6. **FINANCIAL BID:**

   I. Financial Bid will not be opened unless the information and documents provided in the Technical Bid are as per the eligibility criteria and as per satisfaction of the undersigned.

   II. The financial Bid as prescribed in the tender n form – II A should be filled up and sealed along with enclosures in a separate cover super-scribed as “Tender Notice No.” and works “Financial Bid” should be written in bold letters.

   III. Address and contact No. of the Bidder should clearly written on the envelope.

   IV. Financial Bid format is given in Form – II A.

   V. The Bank details of the tenderers must be mentioned in the Form – II A for making payment on line. 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 envelope sealed and super-scribed giving the Tender Notice No. The outer should be sealed and should contain the following documents.

   a. The cost of tender documents by way of receipt issued by the Range Officer.

   b. Earnest Money amount as mentioned in the schedule – I of tender should be deposited in the form of Treasury Challan **TR-FORM-7- under H/S “__________-Earnest Money”** or Demand Draft in favour of **Ex-Officio Director, Junglemahal Zoological Park, Jhargram Division”**, payable at Jhargram.

   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.

   d. Technical Bid.

   e. Financial 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.

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 / Tender Drop Box kept in the Divisional Forest Office, Jhargram Division 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 (Seven) days from the date of application.

11. The security deposit as mentioned in the schedule – 1 to this tender should be deposited through Demand Draft in favour of Ex-Officio Director, Junglemahal Zoological Park Jhargram Division, payable at Jhargram within 7 (Seven) days of intimation of acceptance of tender and should sign an agreement. After signing the agreement, the work order will be issued.

12. The security deposit will be release to the successfully contractor /supplier after 6(six) month 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.

13. Validity of the tender will be 6(six) month from the date of submission of the tender.

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

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

16. The undersigned is not bound to accept the lowest rate quoted by the tender and he is not bound to assign any reason, whatsoever, for such non acceptance.

17. The undersigned reserve the right to accept the tender only after verifying/testing the sample up to the satisfaction.

18. The undersigned or his representative will inspect the works, take necessary measurement, and perform the required tests as and required. The tenders should render the required co-operation in this regard.

19. *** 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.

20. 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 Government of West Bengal.

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

22. No extension of time will be allowed for delivery /execution of the work. The Tender/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 Divisional Forest Officer, Jhargram Division for extension of time for that period. The Divisional Forest Officer 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.

23. Materials will have to be procured by the tenders by themselves following the slandered and specification of PWD/PHE Scheduled of the district, subject to the approval of the undersigned or his Sub-ordinate officers. In case of any material supplied by the department, the cost of such material will be recovered from the contractor.

24. The tenders 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.

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

26. Royalty for any material, if obtained from Forest area, will have to pay by the contractor. Even if the material is procured from other Government Deptt's recourse, 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.

27. 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.

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

29. Stationary Deduction: Income Tax, GST, Labour Welfare Cess as applicable shall be deducted from the Gross mount of Bill.

30. **In addition to above, before payment the following documents are required to be produced**

   a. Xerox copy of Lab our license as per provision of “West Bengal Contract Labour (R&A) Act 1970” for execution of the scheme (original to be shown for verification).

   b. Xerox copy of DCR (with RA Bill/Final Bill-in original to be shown for verification) as a documentary evidence for payment of Royalty & CESS IN Minor minerals or original Challan’s carrying order’s mentioning the name of agency, Tender Notice No. & received from Govt. approved Lessee/Permit holder.

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

32. 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.

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

34. 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.

35. 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.
36. The terms and conditions of this “Tender Notice inviting tender” is part and parcel of the contract form.

37. In case of any dispute in execution of the work or supply, an application may be made to the Divisional Forest Officer, Jhargram Division and the decision of the undersigned is final and binding.

38. The Successful contractors are required to deposit 10% of the accepted tender value as Security Deposit in the account of Ex-Officio Director, Junglemahal Zoological Park, Jhargram within 7 (Seven) days of intimation of acceptance of tender and sign and agreement on completion of which the order will be issued to the contractor and the SD money is not adjustable.

39. The Security Deposit will be released to the contractor after 6 (six) months from the last date of completion of work for the project, 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 deemed fit & required.

40. The undersigned reserves the right to cancel the agreement at any point of time of execution of the work within the schedule of time of completion of the tendered work. If works are not satisfactory, are delayed or any term & condition as per agreement is violated by contractor.

The contractor is liable to pay the skilled, unskilled and other labour wages as per existing rules.

41. Deduction of GSTDS and Income Tax shall be made as per rule in vogue.

42. The successful tenderers will not assign any or part of the work to any other contractor.

43. The successful tenderers may, however authorize any person 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 duly approved and accepted by the undersigned will be operative.

44. In case of any dispute the decision of the tender committee will be final. In case of any arbitration, Member Secretary, WBZA is the sole authority to take decision.

45. The tender notice along-with all terms & conditions mentioned above will form the part of the agreement to be executed by the tenderer.

46. Rate offered in the estimate is the final and tenderers will not have any further claim.

47. The Tender inviting authority reserves the right to split the work amongst the lowest Tenderers.

48. The Tender inviting authority reserves the right to split the work amongst the lowest Tenderers.

49. Rate quoted (including GST etc.) shall remain open for acceptance at least 6 (six) months from the date of opening of the Tender.
50. The undersigned has the authority to reject any or all Tenders received without assigning any reason thereof.

51. The fund against contingency will be at the disposal of the Ex-officio Director, Junglemahal Zoological Park, Jhargram & Divisional Forest Officer, Jhargram Division and tenderer will not be having any claim for that.

52. All tender will be issued after received of fund from the Concern authority/Govt.

53. Location of the works will be finalized by the undersigned.

54. Cost of Schedule and Tender form will be taken as per G.O. at the time of giving Work Order.

55. The tender notice along with all terms & conditions Sl. No. 01 to 55 mentioned above will from the part of agreement to be executed by the Tendered.

Ex-officio Director, Junglemahal Zoological Park, Jhargram & Divisional Forest Officer, Jhargram Division Directorate of Forests, Government of West Bengal

Memo.No.48/2-4/JMZP /Tender. Dated: Jhargram, the 27/02/2020

Copy forwarded for information to:-
1) The Principal Chief Conservator of Forests & HoFF, Directorate of Forests, Government of West Bengal,
2) The Chief Conservator of Forests, Western Circle, Directorate of Forest, Government of West Bengal,
3) The Member Secretary, West Bengal Zoo Authority.
4) The District Magistrate, Jhargram District.
5) All Divisional Forest Officers, Western Circle, West Bengal.
6) The Sub-Divisional Officer, Jhargram.
7) The Sabhadhipati, Jhargram Zilla Parishad.
8) The District Information Officer, Jhargram District.
9) All Asstt. Divisional Forest Officers, Jhargram Division
10) The Block Development Officer, Jhargram.
11) All Range Officers, Jhargram Division.
12) Notice Board.

Ex-officio Director, Junglemahal Zoological Park, Jhargram & Divisional Forest Officer, Jhargram Division Directorate of Forests, Government of West Bengal