



WEST BENGAL COMPREHENSIVE AREA DEVELOPMENT CORPORATION
(Under Panchayats and Rural Development Department, Government of West Bengal)
Mrittika Bhavan, Plot no-18/9, Block-DD, Sector-I, Kolkata-700064
Phone: 03322377041/43/ FAX-033-22377473, email-hq.wbcadc@gmail.com.



w.bcadc.com



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Thecadchq



N.I.T. NO. 14/2020-21

Date 08.2020

NOTICE INVITING TENDER

Sealed item rate Tenders are invited in plain paper by the Administrative Secretary WBCADC on behalf of the West Bengal Comprehensive Area Development Corporation from the bonafide, experienced, reputed Bidders for supply of work as detailed below.

- 1a) Name of the materials to be supplied: - **Supplying, fitting & fixing in position of Bamboo Planter Tables and rack staging for hanging seed bed.**
- b) Location of delivery & execution of work: - **Mrittika Bhavan, Plot no-18/9, Block DD, Sector -I, Salt Lake, Kolkata- 700064**
- c) Token Earnest money to be deposited: - **Rs 8200.00** in the shape of Demand Draft/ Banker's cheque issued from any Nationalized/ Scheduled Bank in favour of **WBCADC** payable at **Kolkata** or RTGS/NEFT/CBS in ICICI Bank, Account No 037205003729, IFSC No ICICI0000372 in favour of "**WBCADC**"
- d) Time of completion of work: - **15(fifteen) Days from the date of issue of Supply/work order.**
- g) Last date & time limit for submission: - **28 .08.2020 up to 2-00 PM**
of tender paper
- h) Date & time for opening of the tenders: - **28 .08.2020 at 2-30 PM**
2. The location of work (or of supply) will be **Mrittika Bhavan, Plot no-18/9, Block DD, Sector -I, Salt Lake, Kolkata- 700064**. Intending bidders should submit their offer accordingly.
3. The tender documents and other relevant particulars may be seen by the intending tenderers on any working day between 11-30 a.m. to 4-30 p.m. in the notice board of the Office at Mrittika Bhavan, Plot no-18/9, Block-DD, Sector-I, Kolkata-700064.
4. The intending tenderers along with the offer will have to submit photo copy of documentary evidence to prove their past experience and capabilities to do such work.
5. Tender documents shall consist of: -
 - a) This notice inviting tender hereinafter will be referred to as the tender notice.
 - b) Departmental schedule. (Annexure -I)
 - c) Standard Form of Agreement (Annexure - (II)

6. Each tenderer will have to deposit an earnest money of the amount specified in sl no. 1(c) in favour of the **WBCADC** in the shape of Demand Draft/ Banker's cheque issued from any Nationalized/ Scheduled Bank in favour of **WBCADC** payable at **Kolkata** or RTGS/NEFT/CBS in ICICI Bank, Account No 037205003729, IFSC No ICICI0000372 in favour of "**WBCADC**", which must be accompanied with the tender failing which the tender will be treated as informal and liable to be rejected.
7. In case of successful tenderers, the deposited earnest money will be converted in to performance security and will be refunded after successful completion of the guaranty obligation period of 01(one) year from the date of completion of work in all respect.
8. The quotation shall clearly and legibly be written and the whole writing must be by the hand of the person signing tender and with the same pen & ink. Failure to do so makes the tender invalid. Erasing or overwriting shall not be allowed. Corrections in the quotation should be avoided and if this becomes unavoidable, the entire quotation (and not a portion only) shall be scored out and signed (not simply initialed) by the tenderer in token of such cancellation. A fresh quotation one of the specified manner shall than be written correctly.
9. Complete tender documents are to be placed in a cover and duly sealed with the name of the supply and address of the tenderer super scribed on the cover. The sealed cover containing the tender is to be submitted within the specified date and time.
10. If the day on which the tender is due has been or is declared a closed holiday of Government offices under the Govt. of West Bengal, the offer shall remain open for acceptance till the same hour of the next working day..
11. Canvassing in connection with the tender is strictly prohibited and the tenderer who resorts to this will render his tender liable to rejection.
- 12 a) A tender once submitted shall not be withdrawn within a period of three months from the date of opening of tender till the non acceptance of his tender is communicated to him by the Authority.

b) If a tenderers withdrawn his tender within this period of three months without receipt any intimation from the Authority, his earnest money deposited against his tender will be forfeited.
13. On receipt of intimation from the appropriate authority, earnest money deposited by the unsuccessful tenderers will be refunded from the office of the undersigned (on application). The earnest money of the tenderers other than 03(three) lowest tenderers will be refunded within 10(ten) days after the comparative statement of rates obtained has been prepared checked and approved by the competent authority. The earnest money of 02(two) lowest tenderers out of 03(three) will be refunded within 07(seven) days after issuance of work order to the lowest tenderers.
14. The acceptance of the tender will rest with the Authority 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 thereof and may distribute the supply amongst the tenderer as he deems necessary.
15. The successful tenderers/tenderer shall have to execute an agreement with the Authority in non judicial stamp paper of appropriate value within 3 (three) days on receipt of an intimation of

acceptance of their/his tender. Failing to comply within the specified time the bidder shall render his contracts liable to termination with forfeiture of earnest money.

16. It must clearly be understood that the quantity of supply/work as indicated in the departmental schedule are approximate only and may be appreciably decreased/ increased at the desires of the Authority during the actual execution. The contract shall remain unaffected by such deviation.
17. The successful bidder will have to keep himself in readiness to take up the supply/work and to complete the same within the target date as directed by the authority. The bidder will have to take up the works as directed by the authority within 3 (three) days from the date of receipt of supply/work order from the authority and complete the same within the target date as fixed by the authority, failing which the department will have the every right to take appropriate action. The decision of the authority in this respect would be final and binding to the bidder.
18. The intending tenderers must have GST, Income Tax, P. Tax clearance certificates and photo copies of such certificates are to be enclosed along with the tender documents. Selected bidder before issuance of work order, original certificates have to be produced, if asked, by the department.
19. **Rate quoted should be inclusive of all taxes, duties etc. payable to Govt. or any other authority as per norms in vogue.**
20. Participant bidders may remain present during opening of bids, if so desire.
21. Bids shall remain valid for a period not less than 60 days from the date of opening of proposal.
22. The Employer shall retain 05(five)% as security deposit and 03(three) % as Performance Security of the gross amount due to the contractor from each payment until successful completion of the whole work.
On successful completion of the whole work, half of the total amount retain as security deposit from the running bills will be repaid to the contractor, 25(twenty five)% after completion of 06(six) months and balance 25(twenty five) % after completion of 01(one) year provided that the Engineer-in-charge has certified "all defects notified by the Engineer- in-charge to the contractor have been corrected before the end of this period". The total performance security [03(three)% as deducted on different R/A bills and the Earnest money of the successful bidder converted to performance security] will be repaid to the contractor after successful completion of defect/liability period/ Guarantee obligation period and the Engineer-in-charge has certified that the contractor has satisfactorily corrected all rectification work, if any, as per contract.
If the said rectification is not carried out by the contractor, the Employer will be free to carry out such rectification work and the amount required for the same would be recovered from the amount of performance security available with the Employer and or from any amount of the contractor whatever is due.
23. **The Defects Liability period/ Guarantee Obligation period in 01(one) year calculated from the completion date.**
24. **The percentage of variation of item of work for which there shall be no increase in rates shall be 80%.**
25. Taxes will be deducted from the bills as per norms in vogue and only after successful completion of the supply/ work, payment will be made in accordance with clause no 22 stated above.

28. The NIT will form a part of the contract.

Memo no.100/003/24/02/Part (Plantation)/1480 /1(3)


Copy forwarded for information and necessary action: -

- 1) In-charge, Etab. Section, WBCADC, HQ
- 2) In-charge, Engineering Cell, WBCADC, H.Q.
- 3) In- Charge, Accounts section, WBCADC, HQ

Sd/-
Administrative Secretary

WBCADC

Date 14.08.2020


Administrative Secretary

WBCADC

Annexure -I

**Schedule for Supplying, fitting & fixing in position of Bamboo Planter Tables
and rack staging for hanging seed bed**

| Sl no | Description of work | Quantity | All inclusive Unit Rate for supply as mentioned under are to be quoted (Rs) | Amount (Rs) |
|-------|--|----------|---|-------------|
| 1. | Supply of 03(three) layers Rack Staging(with 1'-6" interval and 0- 4" side guard) for Hanging Seed Bed of size 10 feet X 1.5 feet(approx) as per drawing & direction including, fitting and fixing in position(in permanent manner) with supply of all materials & labour. (Cost for treatment & polishing of bamboos, transportation to, work site etc. with all others incidental charges as necessary and directed are inclusive under this item of work) | 40 nos | | |
| 2 | Supply of Bamboo planter table of size 10'-0" x 7'-0" as per drawing & direction including, fitting and fixing in position(in permanent manner) with supply of all materials & labour. (Cost for treatment & polishing of bamboos, transportation to work site etc. with all others incidental charges as necessary and directed are inclusive under this item of work) | 6 nos | | |
| 3 | Supply of Bamboo planter table of size 10'-0" x 4'-0" as per drawing & direction including, fitting and fixing in position(in permanent manner) with supply of all materials & labour. (Cost for treatment & polishing of bamboos, transportation to, work site etc. with all others incidental charges as necessary and directed are inclusive under this item of work) | 4 nos | | |
| Total | | | | |

- The rate mentioned under items of supplying, fitting and fixing in position are inclusive of GST, Royalties, and all taxes and duties with all incidental charges.

Date.....

Signature of bidder

Annexure -II

SAMPALE FORMAT FOR EXECUTION OF AGREEMENT BY THE SUCCESSFUL BIDDER (TO BE FURNISHED IN NON JUDICIAL STAMP PAPER OF APPROPRIATE VALUE):-

Standard Form of Agreement

Agreement

This agreement made on the day of ,2020 between **Administrative Secretary, West Bengal Comprehensive Area Development Corporation, Mrittika Bhavan, Plot no -18/9, Block-DD, Sector -I, Salt Lake, Kolkata-700064** (hereinafter called "The Employer") on one part and (hereinafter called "The Contractor") on the other Part.

Whereas the Employer is desirous that the Contractor execute work for **Supplying, fitting & fixing in position of Bamboo Planter Tables and rack staging for hanging seed bed. at Mrittika Bhavan, Plot no -18/9, Block-DD, Sector -I, Salt Lake, Kolkata-700064 for NIT no 14/2020-21 Dated .08.2020** (hereinafter called "the Works") and the Employer has accepted the Bid by the contractor for the execution and completion of such works and the remedying of any defects therein at a cost of Rs (Rupees in word) only which is tender amount of Rs (Rupees in word) only minus/plus accepted tender percentage of Less/above i.e. Rs (Rupees in word) only.

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to and they shall be deemed to form and be read and construed as part of this Agreement.
2. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the

Works and remedy any defects therein in conformity in all aspects with the provisions of the Contract.

3. The Employer hereby covenants to pay the Contractor in consideration of execution and completion of the Works and remedying the defects wherein the Contract Price or such other sum as may be payable under provisions of the Contract at times and in the manner prescribed in the Contract.
4. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz :
 - i. Letter of Acceptance:
 - ii. Notice to proceed with the works:
 - iii. Contractors Bid:
 - iv. Contract Data:
 - v. Special Conditions and General Conditions of Contract:
 - vi. Specifications:
 - vii. Bill of Quantities and
 - viii. Any other document listed in the Contract Data

In witness where of the parties thereto have caused this Agreement to be executed the day the year first before written. Signed, Sealed and Delivered by

Binding Signature of Employer : WEST BENGALL COMPREHENSIVE AREA
DEVELOPMENT CORPORATION

Administrative Secretary

Binding Signature of Contractor :
(Name and Address) :

In the presence of

1)

2)