



**WEST BENGAL FOREST DEVELOPMENT CORPORATION LIMITED**  
(GOVERNMENT OF WEST BENGAL UNDERTAKING)  
**OFFICE OF THE DIVISIONAL MANAGER JALPAIGURI**  
**FOREST CORPORATION DIVISION, SJDA COMPOSIT**  
**COMPLEX, JALPAIGURI**  
CIN No.U02005WB1974SGC029535  
Email Id: jfed@wbfdc.com Ph: 03561-255022



No. 1245/2B-51(QT)

Dated, Jalpaiguri, 29<sup>th</sup> October ,2021

**TENDER NOTICE NO.**  
**21/JFCD/2021-22 (1<sup>ST</sup> Call)**

Sealed Tenders to be addressed by name, " **Smt. Bidisha Basak, WBFS, Divisional Manager, Jalpaiguri Forest Corporation Division**" 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 attached**, which is part of the terms and conditions enclosed herewith and as per the time schedule in **Table -I**.

**Table - I**

**A. Schedule of Dates :-**

Sl No.	Key Activities	Date
1	Date of beginning of sale of tender papers	2/11/21
2	Date of closure of Sale of tender papers	22/11/21
3	Last date for submission of tender papers	23/11/21
4	Date of opening of technical bids	24/11/21
5	Evaluation of technical bids	24/11/21
6	Date of opening of financial bids	24/11/21

Name of the Project along with estimate	Please see Schedule-1
---	-----------------------

**Table - II**

1	Office from which the tender paper can be purchased	Divisional Manager, Jalpaiguri Forst Corporation Division, SJDA Composit Complex, Denguajhar, Jalpaiguri - 735121
---	---	--

### **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 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 www.wbfdc.com.
- 2) The cost of the tender papers should be deposited in Draft or cash with the concerned DM in case the forms are purchased from the Divisional Manager, Jalpaiguri Forest Corporation Division office. In case of Tender Form downloaded from the website, the cost of Tender Form should be paid in the form of Demand Draft payable to the M/S. WB FOREST DEV CORP LTD JALPAIGURI DIVREV (A/C No. 50200057130902, IFSC Code – HDFC0001128) and payable at Jalpaiguri 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 (As per Govt. Order No. 03-A/PW/O/10C-02/14 Dated. 12.03.2015)**  
**For first call of NIT:**
  - i) Intending tenderers should produce credentials of a 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 agency, 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 agency, 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 agency, 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 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.
- b) Summary of similar works implemented as per Clause 4.
- c) Copy of acknowledgement of Income Tax Return submitted regarding Income Tax paid for the last financial year.
- d) Copy of GST Registration Certificate.
- e) Copy of professional Tax registration Certificate.
- f) Copy of Licenses / Registration as applicable
- g) Voter ID Card
- h) PAN Card
- i) 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.

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 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 envelope sealed and super-scribed giving the Tender Notice Number. The outer envelope should be sealed and should contain the following documents.

a) The cost of tender documents by way of receipt issued by the Divisional Manager, Jalpaiguri Forest Corporation Division.

b) **The Earnest Money Deposit (E.M.D) Rs 4000.00(Rupees Four thousand)only in the schedule of tender should be deposited in "A/C No. 50200057130902, IFSC Code – HDFC0001128 " by the tenderer himself in favour of M/S. WB FOREST DEV CORP LTD JALPAIGURI DIVREV and the same must be enclosed with Tender Form in original and without Challan 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.

1) Technical Bid

2) 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 and following conditions should be strictly followed:



- a) 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.Bidisha Basak, WBFS, Divisional Manager, Jalpaiguri Forest Corportion Division, SJDA Composit Complex, Denguajhar, Jalpaiguri - 735121)** in view of the evolving situation regarding **"COMPLETE SAFETY RESTRICTION"** for the spread of Novel CORONA VIRUS (COVID-19), as a matter of precaution to check its spread in public places and inadequate tranportion system while attending officer, intending contractors are requested to maintain the norms of social distancing, wearing of masks and other safety measures as notified by Competent Authority from time to time 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.
- b) 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.
- c) The 2% EMD will be adjusted the security depsit. Further 3% of security deposit will be deducted from the running bill, as per the order no. 201-F(Y) dt. 18/01/2021 by the Financial Department of Govt. of West Bengal.
- d) The security deposit will be released to the successful contractor/ supplier after 06 months 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.
- e) Validity of the tender will be 1(One) year from the date of submission of the tender.
- f) 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.
- g) The undersigned reserves the right to cancel the tender, if necessary, without assigning any reason whatsoever.
- h) 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.

- i) The undersigned reserves the right to accept the tender only after verifying / testing the sample up to the satisfaction.
- j) 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.
- k) No part payment will be made in case of works.
- l) 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.
- m) The work order will be issued only after placement of fund by the Government.
- n) 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 Divisional Manager, Jalpaiguri Forest Corporation Division for extension of time for that period. The Divisional Manager, Jalpaiguri Forest Corporation 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.
- o) 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.
- p) 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.
- q) 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.
- r) Statutory Deduction : Income Tax, GST, Labour Welfare Cess as applicable shall be deducted from the Gross amount of Bill.
- s) The successful tenderer will not assign any part of the work to any other contractor.

- t) 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.
- u) Rate offered in the estimate is the final and tenderer will not have any further claim.
- v) 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.
- w) 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.
- 9) The terms and conditions of this "Tender Notice inviting tender" is part and parcel of the contract form.
- 10) In case of any dispute in execution of the work or supply, an application may be made to the Divisional Manager, Jalpaiguri Forest Corporation Division and the decision of the undersigned is final and binding.
- 11) The technical bid will be evaluated by the committee.
- 12) The tender cost floated here includes GST & all other taxes applicable.
- 13) Work order will be given as per requirement.

sd/-  
(Bidisha Basak ,WBFS)  
Divisional Manager  
Jalpaiguri F.C Division,Jalpaiguri

**No. 1245/ZB-51(OT)**

**Dated, Jalpaiguri, 29<sup>th</sup> October ,2021**

Copy for information and wide Circulation to:

- 1. Notice Board

sd/-  
(Bidisha Basak ,WBFS)  
Divisional Manager  
Jalpaiguri F.C Division,Jalpaiguri

SCHEDULE-1

Division	Jalpaiguri Forest Corporation Division
Tender No.	21/JFCO/2021-22
Sl.No.	1. 6' x 4' x 12 mm ply 2. 6' x 3' x 12 mm Ply 3. 6' x 4' x 10 mm ply 4. 8' x 4' x 12 mm Ply 5. 8' x 4' x 10 mm ply 6. 7' x 4' x 10 mm Ply 7. 7' x 4' x 19 mm block board 8. 6' x 4' x 19 mm block board
Measurement	12 Nos 12 Nos 12 Nos 12 Nos 12 Nos 12 Nos 12 Nos 12 Nos
Tentative Quantity	Brand Premium , Water proof, Grade 710 BWP, Type : Furniture, ISI Mark, Termite Resistant
Specification	
Rate Per unit/ Per Pcs (inclusive of GST & all taxes)	
Type of Tender	Normal Tender
Floating of Tender	2/11/2021
Last Date of tender submission	23/11/2021
Tender Fees	Rs.100.00
EMD	Rs.4000.00
Completion of Project	20 Days

Sd/-  
(Bidisha Basak ,WBFS)  
Divisional Manager  
Jalpaiguri F.C Division,Jalpaiguri