



West Bengal Forest Development Corporation Limited
(A Govt. Of West Bengal Undertaking)

Office of the Divisional Manager,
Alipurduar Forest Corporation Division
NBSTC Depot by Lane (Near Indoor Stadium), Alipurduar Court
Alipurduar - 736122
CIN :-U02005WB1974SGC029535



No. 306 / 28 -14

Dated, Alipurduar, 1-3-2024.

To,
The Managing Director,
West Bengal Forest Development Corporation Limited,
"Aranya Bikash", KB-19, Sector-III, Salt Lake City,
Kolkata-700106.

[Kind Attention to Tender /MIS Section]

Sub: Quotation Notice No.07/Repairing of Damaged CC Wall at Malangi Lodge/AFCD/23-24.
Ref: This office letter no.299/28-14 dt.29.02.2024.

Sir,

With reference to the above, this is for your kind information that this division has invited a quotation vide no. Quotation Notice No.07/Repairing of Damaged CC Wall at Malangi Lodge/AFCD/23-24.

In this regard, You are hereby requested to kindly arrange to upload the same in our WBFDC's official Website for wide circulation.

This connection copy of the said quotation is enclosed herewith for your ready reference.

Encl: As stated


Divisional Manager,
Alipurduar Forest Corporation Division



WEST BENGAL FOREST DEVELOPMENT CORPORATION LIMITED
(A GOVERNMENT OF WEST BENGAL UNDERTAKING)
OFFICE OF THE DIVISIONAL MANAGER



ALIPURDUAR FOREST CORPORATION DIVISION, NEAR INDOOR STADIUM,
N.B.S.T.C DEPOT BY LANE, P.O- ALIPURDUAR COURT, DIST- ALIPURDUAR, PIN-736122

**INVITATION QUOTATION NOTICE NO.07/REPAIRING OF DAMAGED C.C.WALL
AT MALONGI LODGE/A.F.C.DIVISION OF 2023-2024.**

Sealed Quotation by Registered Post address to the undersigned by name (Mr. Mrinal Kanti Roy, WBFS) with her official designation are invited in the prescribed printing form as specified for the following works from the eligible contractors as per particulars given below and will be received by the Divisional Manager, Alipurduar Forest Corporation Division, W.B. Forest Development Corporation Limited, Near Indoor Stadium, N.B.S.T.C. Depot By Lane, P.O-Alipurduar Court, DIST- Alipurduar, Pin-736122 up to the date and time specified herein.

- 1). a) Name of Works Project : Repair of damaged C.C.Wall at Malongi Lodge, Hasimara under Alipurduar Forest Corporation Division.
- b) Name and address of the Quotation accepting authority : Divisional Manager, Alipurduar Forest Corporation Division , Near Indoor Stadium, N.B.S.T.C. Depot By Lane. P.O-Alipurduar Court, District- Alipurduar, Pin- 736122.
- c) Contractors eligible for submitting Quotation : Contractors (Building), Contractors having enlistment for Building & etc. & other Bonafied Contractors having sufficient and Adequate, experience in civil Construction of 40% credencial for last 3years.
- d) Estimated value of works put to : Rs. 99,462.00 (Rupees Ninety nine thousand four hundred sixty two only) including all Taxes.
- e) Earnest Money of the works @2% of Estimated value of the project : Rs. 2,000.00 (Rupees Two thousand only) or say.
- f) Quotation Documents with printing tender Forms : Available at the Office of the undersigned after submission valid documents.
- g) Date and time of issue of quotation paper. : Between 10.00 AM to 4.00 PM on days from 01.03.2024 to 11.03.2024.

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- h) Last date and time limit for receipt of the Quotation by Registered Post by name. : 3.00 PM of 19.03.2024.
- i) Date and time of opening the Quotation. : 4.00 PM of 19.03.2024.
- j) Time of completion of the works : 20(Twenty) days from the date of issuance of Works Order.

2. The quotations will be opened by the Authority receiving quotationer or by his Authorized representative at the schedule time in presence of such quotationer or their authorized representatives as may be present at that time. Should quotationer or their authorized representative fail to attend during opening, tenders would be opened in their absence and no subsequent objection would be entertained under any circumstances.

QUOTATION DOCUMENTS SHALL CONSIST OF THE DETAILED NOTICE INVITING THE QUOTATIONS (HEREINAFTER REFERRED TO AS QUOTATION NOTICE) AND SET OF OTHER QUOTATION DOCUMENTS CONTAINING GENERAL CONDITIONS OF CONTRACT, SPECIFICATIONS AND PRICE SCHEDULE IN PROBABLE TERMS (ESTIMATE), SITE PLAN AND THE QUOTATION FORM. All these documents including the Quotation notice shall also form part of the agreement which the successful quotationer shall have to execute with the WBFDC Ltd within 7 working days from the receipt of the letter conveying the acceptance of his tender.

QUOTATION DOCUMENTS SHALL CONSIST OF :-

This detailed notice inviting tenders herein after referred to as the Quotation Notice and set of other quotation documents containing general conditions off contract, specifications and price schedule of probable items and the quotation forms:-

3. The Quotation documents and other relevant particulars (if any) may be seen by the intending quotationer during office hours at the office of the Divisional Manager, Alipurduar Forest Corporation Division, Alipurduar.

4. The intending quotations will apply in time to the Divisional Manager, Alipurduar Forest Corporation Division, Alipurduar for quotation paper along with the valid **up-to-date** (Last financial year 2021-2022) **I.T., GST Registration** and **Professional** Tax clearance certificate in original for receiving the tender documents for the works. Contractors shall, in addition, have also to produce to the Divisional Manager, Alipurduar Forest Corporation Division, Alipurduar the original certificates showing their financial resources, **at least 3** (Three) years **credentials** 40% of similar amount and similar nature of structural works and past experience in the same type/ similar of work and building works all technical qualifications required for such work supervise the work.

5. Quotations documents as mentioned above may be received by eligible Quotationer after the conditions in clause 4 above are satisfied.

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The quotation documents are available at the office of the Divisional Manager, Alipurduar Forest Corporation Division, Alipurduar, in office hours on all working days at mentioned in clause No. 1 (g).

6. In addition the set of quotation documents as mentioned in clause 2 above , each Quotationer have to deposit earnest money as specified in clause 1 (e) in any of the following ways. Earnest Money in any other form than specified below will not be acceptable as valid.

- (a) **Earnest Money may be deposited through RTGS/NEFT to our A/c No. 50200057130786 with IFSC No. HDFC0001128 on HDFC Bank Ltd, Salt Lake Sector-III Branch in the name of WB FOREST DEV CORP LTD ALIPURDUAR-REV.**
- (b) **Cheques or any other form of earnest money other than those specified above will not be accepted as valid.**

In both of cases 6(a) & (b) money receipt will be issued from the Attached Range Manager, Alipurduar Forest Corporation Division with submitting RTGS/NEFT slip and same money receipt must be affixed with filled up quotation form.

- (c) **Earnest Money will not be adjusted with Security money under any conditions. It will be released after issued of work order to the successful Quotationer upon application along with original money receipt to the Divisional Manager, Alipurduar Forest Corporation Division, Alipurduar.**

7. Intending Quotationer are required to inspect the site of work and get themselves thoroughly acquainted with local conditions and all factors which may effect their rates and working facilities.

8. Quotationer is to quote amount of bid in figures as well as in words, in the quotation form, which is a part of the quotation documents.

While quoting rate/bid quotationer must keep the bid feasible so that excessively low bids are not given which may later reflect in poor quality of works executed. No sub standard materials will be allowed for construction.

The quote of rate/bid shall be clearly and legibly written and the whole writing must be by the hand of the person signing the quotation and with the same pen and ink. Erasing or over Writing shall not be allowed. Corrections in the rate/bid should be avoided, but if this becomes unavoidable, the entire quote for rate/bid shall be scored out and signed (not simply initialled) by the quotationer in token or such cancellation. A fresh quote of rate/bid in one of the specified manner shall than be correctly written.

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In the event of a quotation being submitted by a firm, it must be signed by a member or members of the firm having legal documents in support which are to be produced for inspection. In the case of firm operated by one member or a joint family it the firm should be duly registered under the Indian partnership Act.

The quotationer must sign at the bottom of each page of the quotation documents with date. Over writing shall not be allowed. All corrections, additional alterations etc. must be duly signed.

9. Complete quotation documents are to be submitted in a cover duly sealed with the name of the work and project with name and address of the quotationer super scribed on the cover. The sealed cover containing the quotation is to be submitted by registered posts only addressing by name and 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 top cover containing the tender documents should clearly mention the **Notice No.** and **Project/work.**

10. No quotation shall be deemed to be fit for consideration unless the quotation documents are full and **completely filled up.** All information that may be asked from a quotationer must be unequivocally furnished. Any quotation which is incomplete and or does not comply with the prescribed conditions laid down herein of in other quotation documents, will be liable to rejection at the time of opening or during subsequent scrutiny.

11. The quotation once submitted shall not be withdrawn within a period of 4 (Four) months from the last day of receipt of the Quotation.

12. The Quotation will be approved by General Manager(N), West Bengal Forest Development Corporation Ltd. Who does not bind himself to accept the lowest quoted rate and reserve to himself the authority to reject any or all quotations received without assigning any reason thereof.

13. The undersigned is not bound to accept the lowest or any rate quoted and may reject any part or all quotationer without assigning any reason.

14. The undersigned reserves the right to demand from the quotationer the clarification & justification against their offer, if required.

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15. The earnest money deposited by an unsuccessful quotationer will be refunded on application along with money receipts to the Divisional Manager, Alipurduar Forest Corporation Division immediately after acceptance of the Quotation as per clause "12"
16. The quotationer whose tender is accepted has to deposit at the time of executing agreement and within 7 (seven) working days of an intimation to that effect, an amount equivalent to **10 (Ten)** percent of the value of the accepted Quotation as part of Security Money, on acceptance of Quotation. Failure in depositing the said amount within the specified time shall render the contract liable to termination without any reference to the contractor and such cases, the deposited earnest money shall be forfeited to the West Bengal Forest Development Corporation Ltd.
17. All tools materials and accessories, required for the work will have to be supplied by the Contractor at his own cost. The standard of such tools and materials will be as specification of the Public Works Department and must not be of sub standard grade .
18. **The Contractor shall take all precautionary measures against any injury/death caused to the labourers either skilled or unskilled or others engaged by the Contractor for execution of the works. Divisional Manager or any Officer of West Bengal Forest Development Corporation Limited shall not be liable for any compensation or whatsoever in this regard and the Contractor shall solely be responsible for it.**
19. It must be clearly understood that the quantities of the various items indicated in the schedule of probable items are approximately only and may be **appreciably increased or decreased during actual execution**. The contract shall remain effected by such alteration. The contractor for the work shall have to pay total Security money of 10% (Ten percent) of the accepted value of the Quotation through RTGS/NEFT at mentioned clause No. 6(a) and accordingly Money receipt will be issued from Attached Range , Alipurduar Forest Corporation Division.
20. The undersigned reserves the right to increase or decrease the volume of any item of work to the extension of 10% and **add new item of work or withdraw any item(S)** at his discretion an any point of time during execution of works.
21. The successful Quotationer will not assign any or part of the work to any other contractor/ Quotationer sub contractor without prior permission.

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22. The Security Money of the contractor will be released only after 6 (six) months on satisfactory completion of work and on receipt of completion report in respect of fulfilment of the contract.

23. The work will be executed under the direct supervision of the concerned Range Manager or his authorized staff. The Range Manager or his authorized staff will regularly inspect the quality and progress of work.

24. The Contractor is liable to pay the skilled, unskilled and other labours the wages as mentioned in the PWD schedule in the District at current rates.


25. All materials to be used by the Quotationer for the said construction will be thoroughly examined before use substandard materials will not be accepted in any case and should be replace as per instruction of the Divisional Manager or his authorized personnel.

26. In case of any dispute the interpretation of the undersigned will be final.

27. Final payment will be made as per measurement found in the field.

28. The undersigned has the authority to reject any or all Tender without assigning any reason thereof.

29. The Terms & Conditions mentioned vide SL No. 1 to 28 shall be deemed to form a part of the agreement.


Sd/- Mrinal Kanti Roy, W.B.F.S.
Divisional Manager, Alipurduar Forest
Corporation Division,
Near Indoor Stadium, NBSTC Depot By
Lane, P.O. Alipurduar Court,
Dist-Alipurduar. Pin No. 736122.