



West Bengal Forest Development Corporation Limited
(A Government of West Bengal Undertaking)
Office of the Divisional Manager, Kolkata Forest Corporation Division
KB- 19, Sector – III, Salt Lake City, Kolkata – 700 106
Phone: - 223350141

TENDER NOTICE NO. 03 /WBFDC/DMKFCD/JOINERY & CARPENTARY WORKS FOR 2020-2021
(TENDER FOR ENGAGEMENT OF CONTRACTORS FOR JOINERY, CARPENTRY & POLISHING WORKS)
FOR THE YEARS 2020-2021 & 2021-2022 (ENDED ON August , '22 .)

Sealed Tenders in Prescribed Tender Form (Annexure – A) are invited from bonafied contractors preferably having at least 5 years experience in the Government or Semi government Sector and credential capacity of 20 Lakh, in the Joinery & polishing work for engagement on purely temporary basis of carpenters, polish men and Helpers/Assistants for Joinery, Carpentry and polishing works at the Joinery Carpentry Unit of the Corporation under the Range Manager, Marketing Range at Block EM-5, Sec – V, Kolkata 700091 by the undersigned at KB - 19 Block , Sector – III, Salt Lake, Kolkata – 700 106 under the following terms and conditions.

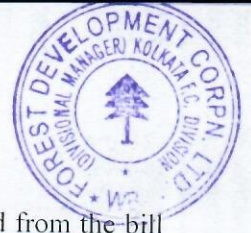
The Tenders should be superscripted on envelop “ Tender for Joinery, carpentry & Polishing Works for the year 2020-2021” and should accompany item-wise rate for each item in the manner mentioned in condition No. 4 (below) and should reach the undersigned by name (not by official designation only) by 16.00 hours of 19.02.2021 And will be opened on 19.02.2021 at 16.30 hours in presence of the tenders of his/her/their authorized representatives who will be present during opening of the tenders. In exigency of circumstances the date of opening the tenders may change and in such case the changed date will be notified in the Notice Board of the office.

TERMS & CONDITIONS :-

1. The undersigned reserves the right to withdraw or include any item without assigning any reason thereof.
2. The undersigned reserves the right to reject the tender of any tender who is a defaulter to the WBFDC Ltd. & the Forest Directorate, W B in respect of payment of dues.
3. The undersigned is not bound to accept the lowest rates and may reject any or all of the offers without assigning any reason whatsoever. Moreover, participating in the quotation process does not under circumstances imply any commitment for the work order from the undersigned.
4. The rates to be quoted in the Annexure-A, accompany the Tender Notice, against each item of works and should be clearly written in the Tender Form **both in figure and in word.**
5. Joinery & Carpentry Unit at Salt Lake of this Division is semi-mechanized. Carpenters and Helpers/Assistants to be engaged for joinery, Carpentry & Polishing Works should be experienced and competent enough in handling of the wood working machineries. In case of any damage of the machineries due to mishandling or by intention, the actual amount as well as be required for repairing of the machines will be recovered from contractor.
6. The contractor should supply modern carpentry tools to his workers for manufacturing of products to the best satisfaction to the customers. In case any complain received from any customer on the workmanship, the contractor should be liable to rectify it to the satisfaction of the customers but no



- further payment will be made for the same. In case of money refunded to the customers for bad workmanship, the cost will be recovered from the Contractor.
7. Timber, Fitting materials and the basic machineries will be supplied to the Contractor departmentally. Working tools for the carpentry works shall have to be supplied by the Contractor.
 8. The tenders shall have to deposit **Earnest Money Rs. 5,000.00 (Rupees Five Thousand)** either cash to the Range Manager, Marketing or Attached Range of the Division or by Pay Order/Demand Draft to be drawn in favour of the **"Divisional Manager, Kolkata Forest Corporation Division"** on any bank located at Kolkata. The Money Receipt in case of deposit by cash or the Pay Order/Demand Draft should be deposited with the tender. The Earnest Money of the successful bidder will be **adjusted towards Security Money** for the works. The Earnest Money of the unsuccessful tenders will be refunded on claim, in writing, after finalization of the tender.
 9. The bidder should submit the copies of valid PAN and valid 15 digits Goods & Service Taxpayer Identification(GSTIN) along with the quotation.
 10. The successful tenderer shall be required to deposit **Security Money of Rs. 20,000.00 (Rupees twenty thousand)** either cash or by Pay Order/Demand Draft to be drawn in favour of the **"Divisional Manager, Kolkata Forest Corporation Division"** on any bank located at Kolkata which will be retained till completion of the contract period under full satisfaction of this Corporation.
 11. Any breach of contract from the part of the successful tenderer either in respect of workmanship or any other condition of the tender, the work order issued to the tenderer shall be liable to cancellation with 15 days notice and the **Security Money** deposited by the tenderer shall be liable to forfeiture to this Corporation,
 12. An Agreement shall be required to be executed by the successful tenderer. The requisite Non-Judicial Stamp worth Rs. 100.00 (Rupees one hundred) and the Demy Papers required for preparation of the Agreement shall have to be deposited by the tenderer as and when will be required by this office.
 13. Poor craftsmanship, poor performance and breach of any other conditions of the tender shall be liable to cancellation of the contract apart from **forfeiture of the Security Money**.
 14. The undersigned will have the authority to discontinue any skilled/ unskilled labourer if there is any specific complaint against him or finds any criminal offence against any loss suffered for any misconduct/misbehavior etc. on the part of his/her engaged workers.
 15. The Contractor may require to send his authorized person along with one assistant to visit the customers place for taking measurement and in such cases actual fare for traveling by public conveyance or negotiable fare, as will be agreed upon by the customer, will be paid to the contractor.
 16. Day to Day work of the Unit will be supervised by the Range Manager and his Deputy range Manager or other staff. Any problem of machineries, electric supply or any other problem that may cause hindrances in undertaking the works properly shall have to report to either the Range Manger or his staff immediately after the problems are noticed by the workers for rectification.
 17. This Corporation will supply timber to the contractor against each order. The contractor or his authorized workers has to accept the timber under acknowledgement in the Timber Issue Register and shall return the unused/excess timber. Before any other authorized staff of the Divisional Manager will check the Timber Issue Register and the Timber Return Form maintained for the



- purpose. In case of any discrepancy is noticed, the price of Timber will be recovered from the bill of the contractor.
18. Payment will be made by Account Payee Cheque preferably on the Bank located at Salt Lake. The contractor has to open an Account in any Bank, preferably located at Salt Lake, for encashment of the Cheque.
 19. Income Tax at the admissible rate will be deducted from each bill of the contractor and TDS Certificate will be issued by this Corporation against such deduction.
 20. Workmanship against any job order would have 6 months warranty from the date of delivery, Any defect due to poor craftsmanship and polishing shall have to be repaired/ mended by the contractor, immediately after it is reported, at his own cost. Otherwise it will be treated as a breach of contract and action will be taken in terms and condition No. 11 of the tender.
 21. Delay in delivery of ordered materials due to slow progress of works on the part of the contractor in spite of supply of requisite timber by this Corporation and machineries are in operative condition, a fine @ 1% or more, as will be considered appropriate, will be deducted from the bill of the contractor as penalty.
 22. This Corporation do not commit for any specific volume of works or number of orders during the contract period. It may be as and where required basis.
 23. The tenderer contractor is required to send a list to this office for his engaged workers mentioning Name, Designation, Age, Father's Name, and Permanent Address will name of Police Station.
 24. No unhealthy or child and over aged inactive workers will be engaged by the contractor.
 25. Labourers working in different sectors of the Government or Government undertaking sectors should not be engaged by the tendered contractor for this Corporation's Joinery & Carpentry works.
 26. Minimum Wages Act is applicable in case of payment to each skilled / unskilled workers by the contractors.
 27. In case of Wax polishing, only transparent Kusum Wax or Kusum Fleck Wax / Kusmi Wax of Chandi quality should be used with belched wax in the proportion of 80:20 in adulteration with high quality spirit for smooth polishing shine so that decorative grain of wood becomes prominently visible. Wax and spirit may be supplied by this Corporation in case of use of poor quality of Wax and Spirit by the Contractor and the actual cost will be deducted from the bill of the Contractor.
 28. Other polishing materials like sand paper, making cloth, sponge, French Chalk, etc. peuri, bhusha, sindur, putty, kerfa etc. shall have to be supplied by the Contractor.
 29. In case of using synthetic enamel paint only high gloss / super gloss paint of appropriate brand and shade shall be used for the top coats and under coat of priming shade to match the top shade as recommended and to allowed to dry overnight.
 30. No workers of the contractor will be allowed to stay inside the Joinery & Carpentry Unit at night unless specific permission is given by the Divisional Manager, Marketing Division for any specific reason.
 31. The Range Manager of the Unit shall issue certificate on the performance of the Contractor. In case of adverse report, the Contractor will be issued warning notice. But repetition of such bad performance may be liable to cancellation of the contract apart from forfeiture of Earnest Money together with Security Money. Decision of the Divisional Manager in this regard will be final and binding on the Contractors.



32. The Contracts shall remain valid for the period up to 2 years Continuation or Discontinuation of the contract, after expiry of the contract period, will solely depend on the decision of the Divisional Manager.
33. The Divisional Manager reserves the right to amend / modify any condition of the tender, if considered necessary.
34. The WBFDCL Ltd will not give any type of accidental benefit, it will be fully vested on the contractor(s) or carpenter(s) side got the work order
35. The tenderers have to submit different drawing & design in the carpentry and joinery works and also produce sample for the same
36. Terms & Conditions of Tender Notice shall also form a part of the agreement from item no. 1 to 35

IN CASE OF ANY DISPUTE THE DECISION OF THE GENERAL MANAGER (HQ) WBFDCL LTD. SHALL BE FINAL AND BINDING ON BOTH THE PARTIES.

Date :

DIVISIONAL MANAGER
KOLKATA FOREST CORPORATION DIVISION