

**WEST BENGAL FOREST DEVELOPMENT CORPORATION LIMITED**  
**(A GOVERNMENT OF WEST BENGAL UNDERTAKING)**

**Office of the Divisional Manager, Kolkata Division**

(Phone no.033-4001 0636; Fax:2335 5203; email ID:kfcd@wbfdc.com )

**NIT no.812/28-144/21-22**

**Date: 11.08.2021**

The Divisional Manager, Kolkata Forest Corporation Division of West Bengal Forest Development Corporation Ltd invites e-tenders for the following work from the eligible contractors as detailed in the table below. Collection, downloading, uploading and submission of tender can be made online through the website: <http://wbtenders.gov.in> only.

**A. Work name and details**

S. NO.	Name of the work	Earnest Money	Price per set of tender document (in Rs.)	Timeline of Completion work (days)
1	2	3	4	5
1.	Installation of 1 no of deluxe tent at Banabitan, Kolkata	15,000/-	5000/-	18 days from the date of issue of work order

**B. Details of bid**

S. No.	Particulars	Date & Time
1.	Date of publishing of NIT online through the website <a href="http://wbtenders.gov.in">http://wbtenders.gov.in</a>	11-08-2021
2.	Last Date & Time for downloading of tender documents from the website <a href="http://wbtenders.gov.in">http://wbtenders.gov.in</a>	25-08-2021 , 05.00 PM
3.	Last date & Time for submission of tender/ bid through the website <a href="http://wbtenders.gov.in">http://wbtenders.gov.in</a>	25-08-2021 , 05.00 PM
4.	Date & place of opening of technical bid through the website <a href="http://wbtenders.gov.in">http://wbtenders.gov.in</a>	26-08-2021 , 05.00 PM, Kolkata
5.	Date of uploading the list of technically qualified bidders after technical bid evaluation through the website <a href="http://wbtenders.gov.in">http://wbtenders.gov.in</a> after disposal of appeal if any	Will be intimated in due course.
6.	Date, Time & Place of opening of Financial bid through the website <a href="http://wbtenders.gov.in">http://wbtenders.gov.in</a>	27-08-2021 , 05.00 PM, Kolkata
7.	Date of uploading of list of bidders along with their rates through (online), also if necessary for further negotiation through offline for final rate.	Will be intimated in due course.

Notes:

1. In case of any unscheduled holiday or on days of Bandh or natural calamity on the aforesaid dates, the next working day will be treated as scheduled/ prescribed date for the same purpose.
2. The Tender inviting authority may change the venue of opening the technical or financial bids in case of exigent circumstances like breakdown of communications link etc.
3. The tender inviting Authority reserves the right to defer the date of opening of either the technical or financial proposal or both, if required.
4. The above time is tentative and the Corporation may at its discretion change the same by issuing an Addendum. Wbfdcl reserves the right to modify the said schedule of Bidding Process at any time during the Bidding Process at its sole discretion without assigning any reason or being liable for the same in any manner whatsoever.

**C) Eligibility Criteria for participation in tender:**

- i) The agency should have an experience of the following type credential(s) in last 5 years:
  - a. Intending tenderer should produce credentials of similar nature of completed work of the minimum value of 3,60,000/- during 5 years prior to the date of issue of the tender notice;
- Or
- b. Intending tenderer should produce credentials of similar nature of completed two works of the minimum value of 2,70,000/- during 5 years prior to the date of issue of the tender notice

**D) Key Guidelines for bid:**

**1) General:**

- a. Any condition or qualification or any other stipulation contained in the Bid shall render the Bid liable to rejection as a non-responsive Bid. The bids shall be unconditional, firm and irrevocable
- b. The Bidders shall be responsible for all costs associated with the preparation of their Bids and their participation in the Bid. The Corporation will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process
- c. Any entity which has been barred by the [Central/ State Government, or any entity controlled by it] from participating in any project, and the bar subsists as on the date of bidding, would not be eligible to submit a Bid.
- d. The Bid and all communications in relation to or concerning the Bidding Documents and the Bid shall be in English language.

- 2) **Earnest Money Deposit:**EMD to be paid through NEFT/RTGS by e-portal pavement gateway. MSME/ UdyamAadhar registered Company(s)/Firm(s)are exempted from submission of EMD. (Document should be uploaded)

### **Payment Procedure:**

#### **Payment by Net banking (any listed bank) through HDFC Bank Payment Gateway:**

On selection of net banking as the payment mode, the bidder will be directed to HDFC Bank Pay webpage (along with a string containing a Unique ID) where he will select the Bank through he wants to do the transaction.

Bidder will make the payment after entering his unique ID and password of the bank to process the transaction.

Bidder will receive a confirmation message regarding success/ failure of the transaction. If the transaction is successful, the amount paid by the bidder will be credited in the respective Pooling account of the HDFC Bank at Saltlake, Sector-III Branch, Kolkata for collection of EMD/ Tender fees.

If the transaction is failure, the bidder will again try for the payment by going back to the first step.

#### **Payment through RTGS/ NEFT:**

- i) On selection of RTGS/ NEFT as the payment mode, the e-procurement portal will show a pre filled challan having the details to process RTGS/ NEFT transaction.
- ii) The bidder will print the challan and use the pre filled information to make RTGS/ NEFT payment made and continue the bidding process.
- iii) If verification is successful, the fund will get credited to the respective Png account of the State Government/ PSU/ Autonomous body/ Loal body/ PRs etc maintain with the Focal Point Branch of HDFC bank at Saltlake, Sector-III Branch, Kolkata, A/C No: 50200057130493, IFSC: HDFC0001128 for collection of EMD/ Tender fees.
- iv) Hereafter, the bidder will go to e-procurement portal for submission of his bid. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

#### **Refund/ Settlement Process:**

- i) After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to HDFC bank by the e procurement portal through web services.
- ii) On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank working days where T will mean the date on which information on rejecting bid is uploaded to the e-Procurement portal by tender inviting authority.
- iii) Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidder other than that of L1 and L2 bidders will be refunded, through an automated process, to the respective bidder's bank account from which they made the payment transaction. Such refund will take place

within T+2 Bank working days where T means the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.

- iv) If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank working days where T means the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.
- v) As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal.

### 3) **Pre-Qualification or Technical Bid:**

**Folder-I (Bid A) Technical Bid:** The pre-Qualification or Technical Bid shall contain the copies of the following documents:

- a. Letter of Application as per **Annexure-I**
- b. Audited Balance Sheets with Auditors Report, Director's Report, Profit and Loss Account, ITR etc. for the past five Financial Years i.e. FY 2015-16, FY 2016-17, FY 2017-18, FY 2018-19 and FY 2019-20.
- c. The cumulative and combined turnover over the past five years of FY 2015-16, FY 2016-17, FY 2017-18, FY 2018-19 and FY 2019-20 should be Rs. 3 crores
- d. Certificate of Incorporation, Memorandum of Association (MOA) and Articles of Association (AOA) for Private Limited Company and Copy of Partnership and Company Registration for Partnership Company.
- e. Turnover Certificate by the Statutory Chartered Accountant of the Company(s)/Firm(s)
- f. Copy of GSTR-3B
- g. EMD for requisite amount mentioned in this document. No EMD is payable for MSME / UdyamAadhar registered Company(s)/Firm(s).
- h. Details of orders related to tent/camp manufacturing used for hospitality operations executed by the Company/Firm during the past five financial years i.e. of FY 2015-16, FY 2016-17, FY 2017-18, FY 2018-19 and FY 2019-20. Please provide proof in the form Invoices or Work Orders or Agreements etc.
- i. Details of Order for Installation, Set-up, Management and Operation of Camp Sites used for hospitality business executed by the Company/Firm during the past five financial years i.e. of FY 2015-16, FY 2016-17, FY 2017-18, FY 2018-19 and FY 2019-20. Please provide proof in the form Invoices or Work Orders or Agreements etc.
- j. Details of Hotel(s) / Resort(s) / Camp Site(s) &/or other accommodation units including restaurant(s) operated within the premises by the Company/Firm (as per the format in **Annexure-2**).
- k. Any relevant document like License or Registration Document etc. as proof of the bidder for ownership/management of the Hotel(s) / Resort(s) / Camp Site(s) &/or other accommodation units including restaurant(s) issued by the competent authority.
- l. Certificate/Power of Attorney for Authorization of the Signatory on behalf of the Bidder(s).
- m. Consortium is allowed consisting of maximum two Company/Firm only. In case of Consortium, the above documents of both Company/Firm are to be submitted.

**Folder-II (Bid B) Financial/Price Bid:**

- a. The Bidder shall directly submit financial quotes as inclusive of transportation & installation as its Financial Bid online in Folder II (Bid B) in the BOQ format as per the guidelines in response to financial criteria and the same is required to be encrypted using their Digital Signature Certificate. The price quoted by the Bidder should be inclusive of packing, insurance, free installation, Trunkey and exclusive of GST and other tax and government levy will be paid extra on actual basis (if any). In case of discrepancies between figures and words, words shall be taken in to consideration. The Price Bid quoted by the Bidder shall remain valid for 6 months.
- b. Financial Bids of only technically qualified bidder(s) would be opened.
- c. The minimum bid received as per the “Specification of the Tent” would be declared as the winner.

**4) Right to accept and to reject any or all Bids**

- a. Notwithstanding anything contained in this Tender Document, WBFDCCL reserves the right to accept or reject any Bid and to annul the Bidding Process and reject all Bids at any time during the Bidding Process without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.

**5) Bid Security**

- a. The Bidder shall furnish, as part of its Bid, a Bid Security equivalent to Rs. 18000/- - (Rupees Eighteen thousand only).
- b. EMD has to be payable in ONLINE mode as per Finance Department G.O. No 3975 F (Y) dated 28th July 2017
- c. The EMD of the selected Bidder will be returned through the online payment portal as per guidelines issued by Finance Department G.O. No 3975 F (Y) dated 28th July 2017
- d. The EMD of the selected Bidder may be forfeited if the organization fails to sign the contract in accordance with the terms and conditions
- e. The Bid Security shall be forfeited as damages without prejudice to any other right or remedy that may be available to the Corporation under the Bidding Documents and/ or under the Contract Agreement, or otherwise, under the following conditions:
  - If a Bidder submits a non-responsive Bid;
  - If the Bidder withdraws its Bid during the Bid Validity Period as specified in this TENDER DOCUMENT and as extended by mutual consent of the respective Bidder(s) and the Corporation;
  - If the Bidder submits a conditional Bid which would affect unfairly the competitive position of other Bidders who submitted substantially responsive Bids.
  - If a Bidder engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice;
  - If the Bidder does not accept the correction of errors in its Bid, pursuant to Clause 22 hereof;
  - In the case of the Successful Bidder, if the Bidder fails within the specified time limit to
    - To sign and return the duplicate copy of LOI;
    - Sign the Contract Agreement;
- Any other conditions, for which forfeiture of Bid Security has been provided under this Tender Document.

6) **Specification of the Tent:**

Sr. No.	Heads	Details
1	Shape	Octagonal (Please refer to <b>Annexure-3</b> )
2	Floor Area	<b>Approx. 120 Sq. Ft.</b>
3	Frame & Dimensions	<p>a) An Octagonal shaped frame with approx 5 feet width of one bay</p> <p>b) Metal Frame: MS 1.5" diameter duly powder coated or rust resistant paint. Tapered frame</p> <p>c) Side wall height of 7 feet</p> <p>d) Centre Height 9 feet.</p>
4	Outer Fabric	<p>In Olive Green Color all weather high color fastness (Yarn dyed) poly viscose/polyester cotton canvas of approx. 390 GSM with hi strength and tear resistant knit with adequate coverage on all sides with following additional treatments:</p> <ol style="list-style-type: none"> <li>1) Water repellent</li> <li>2) Fungus repellent</li> <li>3) Tear resistant</li> </ol> <p>It could have a sand color liner for aesthetic purposes</p> <p>The body must have mosquito mesh of high strength glass fiber with adequate ventilation for the tent. The tent has to be such that air-conditioner can be installed at a later date and hence air proofing and sealing of gaps and coverage of windows by flaps is a necessary requirement. The tent must have 3 sides zip able flap door for ingress and egress. The tent must be sealed from the bottom and be insect proof from the bottom.</p>
5	Tent Body	<p>Inner fabric including ceiling has to be of Polyester/synthetic material to negate the scope of fungus in the room. The inner bottom synthetic fabric also has to be fused bottom to make it insect proof</p> <p>The inner frame has to have provision for charging points with minimum two points, one 5A and another 16A.</p>
6	Installation Requirements	The tent should be installable by two persons within two hours

(Signature)

**Divisional Manager,**  
 \_\_\_\_\_ Division  
 WBFD  
 Kolkata

## ANNEXURE 1: APPLICATION LETTER

(To be submitted on Bidder's letter head and signed by the Bidder's authorized signatory)

**To,  
The Divisional Manager,  
Kolkata Forest Corporation Division,  
'AranyaBikash',  
KB-19, Sector-III, Salt Lake City,  
Kolkata-700106  
E-mail: kfcd@wbfdc.com**

Dear Sir,

**Sub: Bid for “\_\_\_\_\_”**

Being duly authorized to represent and act for and on behalf of M/s \_\_\_\_\_ **(Herein the applicant)**, and having studied and fully understood all the information provided in the Bid document, the undersigned hereby apply as a bidder for “\_\_\_\_\_” according to the terms & conditions of the offer made by WBFDC.

The Technical bid along with supporting documents for verification of Minimum Eligibility Criteria and details of Earnest Money Deposited are enclosed.

WBFDC and its authorized representatives are hereby authorized to conduct any inquiries/investigation to verify the statements, documents and information submitted in connection with the application and to seek clarification from our banker regarding any financial aspect.

This application is made with full understanding that:

- WBFDC reserves the right to reject or accept any bid, cancel the bidding process, and / or reject all bids.
- WBFDC shall not be liable for any of the above actions and shall be under no obligation to inform the applicant of the same.
- I/We, the undersigned declare that I/we meet all the conditions of the minimum eligibility criteria and that the information provided by me/us to that effect is true and correct in every detail.
- I/We hereby confirm that I/we have read, understood and accepted all the detailed terms and conditions of this Bid document as required for the bid. I/We have also inspected the sample / demonstration unit for the assessment and have made our own due diligence and assessment regarding the project.

- I/We agree to keep our offer valid for one hundred and twenty (120) days from the date of submission of Bid thereof and not to make any modifications in its terms and conditions, which are not acceptable to WBFDC. Should this Bid be accepted, I/we hereby agree to abide by and fulfill all the terms, conditions and provisions of the aforesaid documents and bind ourselves to complete all formalities from time to time as required after the award of License.
- I/We hereby understand that the submission of the bid does not guarantee allotment of the Bid for “\_\_\_\_\_.”
- This application is made with the full understanding that the validity of bid submitted by me/us will be subject to verification of all information, terms and conditions submitted at the time of bidding and its final acceptance by WBFDC. I/We agree that, without prejudice to any other right or remedy, WBFDC shall be at liberty to reject the bid and forfeit the said EMD and Bank Guarantee, cancel the Bid or revoke the same at any time without assigning any reason whatsoever and **I/we shall be debarred from WBFDC tenders for period of 3-years in case of misinformation.**
- On account of non-acceptance of award or on account of not fulfilling bid conditions within the prescribed time, I/we shall be debarred by WBFDC for further participation in the future bids of WBFDC for a period of one year.

A notice or letter of communication addressed to me/us at the given address given in the Bid, even by ordinary post, will be deemed to be valid and proper notice of intimation to me/us.

Authorized signatory

Date:

Name and seal of Bidder

Place:

Encl.:

1. The EMD of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) to be deposited electronically through \_\_\_\_\_ (Bank) dated \_\_\_\_\_
2. Documents supporting satisfaction of the minimum eligibility criteria



**ANNEXURE-2:**  
**[DETAILS OF HOTEL(S) / RESORT(S) / CAMP SITE(S) &/OR OTHER**  
**ACCOMMODATION UNITS (PROPERTY) INCLUDING RESTAURANT(S) RUN**  
**BY THE BIDDER]**

Sr. No.	Heads	Details
1	Property(s) including restaurant(s) currently in operation and location; also include names of any property that is currently under development	
2	Estimated Cost of Project	
3	Month and Year of Completion / Commencement	
4	Number of rooms, break-up into AC and Non AC, tariffs charged for various rooms	
5	Details of Restaurant(s) within the property – size, number of covers, cuisine offered	
6	Other Facilities offered – Banquet Hall, Conference Rooms, Travel Services etc.	
7	Star Category of the Property, if any	
8	Name and Profile of Promoters	
9	Any other detail deemed essential by the Company/Firm to establish its reputation	

**ANNEXURE 3– FINANCIAL CAPACITY OF THE BIDDER**

FY	Turnover (in Rs.)
2019-20	
2018-19	
2017-18	

Bidder to attach auditor certificate along with audited balance sheet for the FY 2019-20

**Signature and Seal of the Auditor/ CA**

**Signature and Seal of the Bidder**

## ANNEXURE-4:

### Specification for the Lodge tent WBFDC

The Basic Shape: Rectangular

Floor area :480 sq feet approx.

Plinth area : 392 sq feet approx.

The triple layered canvas fabric with good color fastness and is divided into seven(7) main parts

1. Roof: Outer eco-friendly corrugated sheet [NON METAL, NON PLASTIC] roof in “datch gable” design. Installed to withstand 120 kmph wind. This structure should cover the whole platform made for the tent.
2. Metal Frame: MS frame in hollow sections, duly powder coated.  
Side wall height of minimum 8 feet  
Centre Height of minimum 11 feet.
3. Outer walls: in OG color all weather high color fastness [ Yarn dyed ] poly viscose / polyester cotton canvas of approx. 390 GSM with hi strength and tear resistant knit with adequate coverage on all sides with following additional treatments . { it could have a sand color liner for aesthetic purposes
  - a. Water repellent
  - b. Fungus repellent
  - c. Tear resistant
4. Tent body: All weather poly viscose / polyester cotton canvas of approx. 390 GSM in OG color with hi strength and tear resistant with following additional treatments . The bottom portion of 1’ all around has to be sand color with outer PVC coating duly stitched and sealed on to the walls in addition to the walls for protection from water and rain
  - a. Water repellent
  - b. Fungus repellent
  - c. Tear resistant

The body has to have window with mosquito mesh of high strength glass fiber with adequate ventilation for the tent. The tent has to be air condition able and hence air proofing and sealing of gaps and coverage of windows by flaps. Provision for a 1.5 T window AC has to be made in the frame and fabric to enable WBFDC to install its AC. The tent must be sealed from the bottom and be insect proof from the bottom.
4. The tent inner: Inner fabric including ceiling has to be synthetic high strength printable canvas of approx. 370 GSM to negate the scope of fungus in the room. The inner bottom synthetic fabric also has to be fused bottom to make it insect proof.  
The inner frame has to have provision for charging and electric points through use of proper ISI grades switches and plates using all FRLS IS grade cables and flexible PVC insulated copper wires. All cabling and electrical have to be installed using

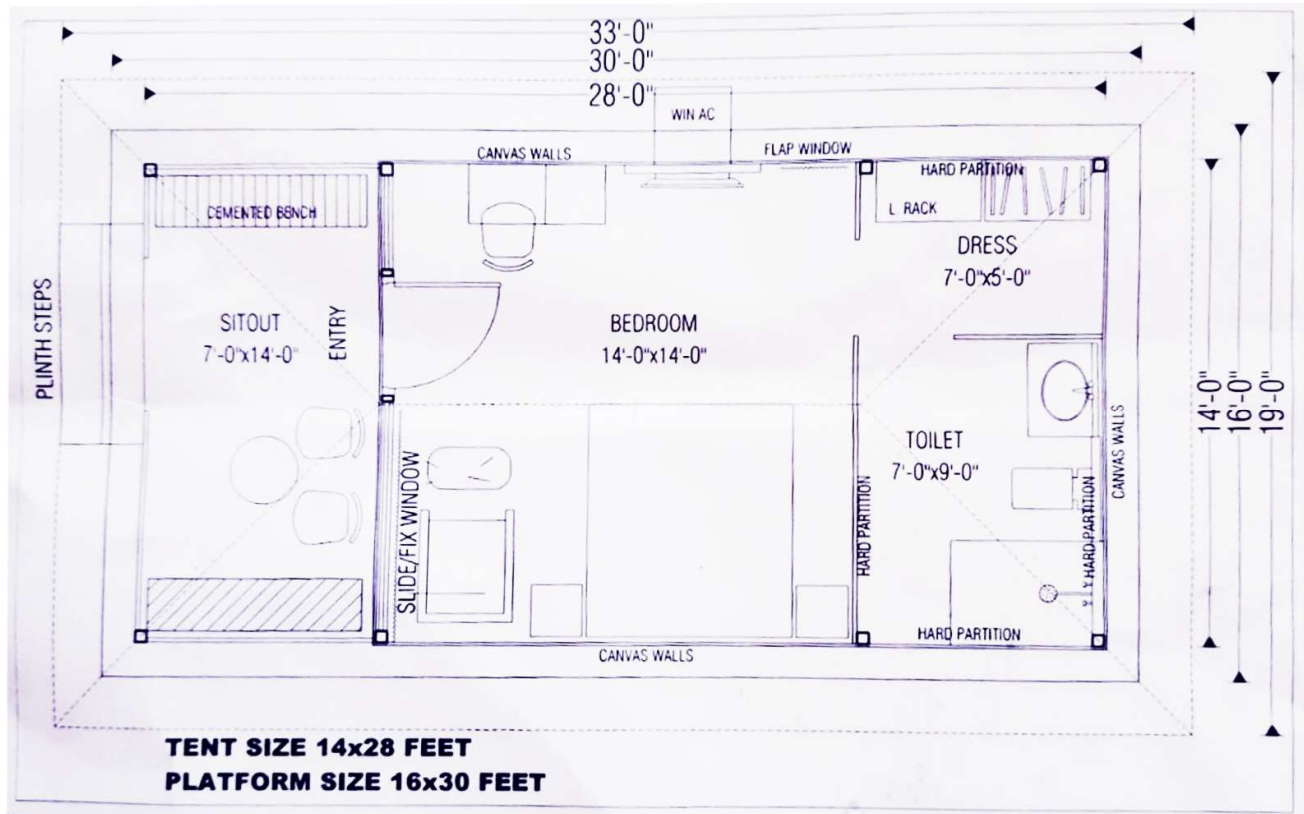
conduits with highest electrical safety including MCBs. There has to be a provision of 25 amp MCBs. There has to be a provision of a 25 amp MCB for the use of air conditioner [which will be installed by WBFDC].

5. Front Glass Wall: The tent front entry and façade to have a DGU UPVC glass for ingress and egress to the tent. The glass & UPVC installation has to be of approx. 14' x 7' dimension with an openable door and a slider window to the tent. This should have provision to add a blind or curtain inside the tent.
6. The tent has to have a partition wall of composite panel with hybrid ply on the inside to carve the bathroom from the dresser and room. The supplier has to provide for the partitioning of bathroom of approx. 63 sq feet.

#### Miscellaneous points

1. Should have a rectangular shape frame with **all MS frame powder coated.**
2. Color fastness of all the exterior fabrics used to be not less than 6
3. Tent walls to be triple layered
4. All electrical wires to be IS grade and FRLS and conduited
5. All tents to have additional 4 pair or more PIJF telephone cable

**ANNEXURE 5**



**(PLAN & VISUAL)**



## **ANNEXURE 6: Format of BOQ for Financial Bid**

To,  
The Divisional Manager,  
Kolkata Forest Corporation Division,  
'AranyaBikash',  
KB-19, Sector-III, Salt Lake City,  
Kolkata-700106  
E-mail: kfcd@wbfdc.com

TENDER DOCUMENT Ref No:

**Subject: "FINANCIAL BID FOR INSTALLATION OF TENTS AT BANABITAN, KOLKATA**

Dear Sir,

As a part of the Bid for the subject work, we offer our Price Bid to WBFDC, as follows:

<b>S. No.</b>	<b>Particulars</b>	<b>Specifications</b>	<b>Quantity</b>	<b>Base Rate</b>	<b>Installation &amp; Turnkey Charges</b>	<b>Total Amount (excluding Transport Charges)</b>
1.	Installation of 1 no of tents at Banabitan, Kolkata	<b>As mentioned in Annexure 4</b>	<b>1</b>			

a) The above rate are exclusive of GST and the GST shall be payable at actual by the Corporation

b) The above Price shall be inclusive of all cost associated with supply, installation, commissioning and associated cost towards warranty for 24 months post commissioning.

c) The Price includes all related tools, all hardware equipment's, cables, structural frames as per site requirement.

d) We agree to bind by this offer if we are selected as the preferred bidder.

**SIGNATURE** \_\_\_\_\_  
**NAME** \_\_\_\_\_  
**COMPANY SEAL COMPANY** \_\_\_\_\_  
**DATE** \_\_\_\_\_