



## WEST BENGAL STATE EXPORT PROMOTION SOCIETY

Government of West Bengal

2, Church Lane, 4<sup>th</sup> floor, Room No.401, Kolkata – 1.

Phone: 2243-0380, Tele-fax: 91-33-22439187

E-mail: [wbseps@gmail.com](mailto:wbseps@gmail.com)

**Memo No: SEPS/399/17-18**

**Date: 27.06.2017**

### **NOTICE INVITING TENDER(Offline) No. WBS EPS/Tender/17-18/EWRI/2**

Director & Member Secretary, West Bengal State Export Promotion Society invites tender from reliable and experienced agencies/organizations/contractors for undertaking Special Repair of damaged roof of Museum Building and Staff Quarter and Construction of Septic Tank inside the Campus of Baruipur Experimental Workshop-cum-Research Institute, Govt. of West Bengal at Baruipur, South 24 Parganas, West Bengal, as detailed below:

( Submission of Bid offline only)

Sl. No.	Name of the work	Estimated Amount (Rs.)	Earnest Money (Rs.)	Period of completion	Name of the office	Eligibility of Contractor
1	Special Repair of damaged roof of Museum Building and Staff Quarter and Construction of Septic Tank inside the Campus of Baruipur Experimental Workshop-cum-Research Institute, Govt. of West Bengal at Baruipur, South 24 Parganas	3,78,916/-	7578/-	Thirty Days	West Bengal State Export Promotion Society, Oswal Chamber, 4 <sup>th</sup> floor, 2,Church Lane, Kolkata-700 001	Resourceful and experienced (Eligibility criteria as per Sl. No. 3 mentioned below)

1. Bidder may download the Tender Document from the website, <https://www.wbseps.com> and necessary Earnest Money Deposit should be submitted through demand draft/pay order issued from any nationalized bank in favour of WEST BENGAL STATE EXPORT PROMOTION SOCIETY payable at Kolkata.

**2. Bid should be submitted in sealed envelope along with EMD through demand draft/pay order.**

3. Eligibility Criteria for participation in tender :

- (a) **The prospective bidders shall have satisfactorily completed as a prime agency during the last 3 (three) years prior to the date of issue of this Notice at least one work of similar nature under the authority of State /Central Govt., State/Central Govt. undertaking/Statutory Bodies constituted under the statute of the Central/State Govt.**
  - (b) **The agencies/organizations/contractors who have executed such work for WBS EPS in the past will be given preference.**
  - (c) Subletting of contract is strictly prohibited.
  - (d) The prospective bidders shall have in their full time engagement experienced technical personnel.
  - (e) PAN Card, Professional Tax receipts Challan for the current year, VAT registration Certificate to be accompanied with the Technical Bid document. Current Income Tax (Saral) Acknowledgement Receipt to be submitted.
  - (f) The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5 (five) years. Such abandonment or rescission will be considered as disqualification towards eligibility.
  - (g) Registered Partnership Deed (for Partnership Firm only) along with Power of Attorney to be submitted along with application.
  - (h) Where there is discrepancy between the unit rate & the line item total resulting from multiplying the unit rate by the quantity, the unit rate quoted shall govern. Where there is a discrepancy between the rate in figures & words the rate in words will govern.
  - (i) Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.
  - (j) Registered Unemployed Engineers' Co-operative Societies/Unemployed Labour Co-op. Societies are required to furnish valid Bye law, Current Audit Report, Current Valid Clearance Certificate from A.R.C.S. along with other relevant supporting papers.
4. The Bid should be submitted in sealed envelope along with demand draft / pay order of EMD.
5. Issuance of work order as well as payment will depend on availability of fund and no claim whatsoever will be entertained for delay of issuance of work order as well as payment, if any. Intending tenderers may consider these criteria quoting their rates.
6. **Constructional Labour Welfare Cess @ 1(one) % of cost of Construction will be deducted from every Bill of the selected agency, VAT, Royalty & all other Statutory levy/Cess will have to be borne by the contractor as per rule.**

7. Adjustment of Price (increase or decrease) :- No escalation of cost will be allowed even in extension period of time, granted by West Bengal State Export Promotion Society (WBSEPS).
8. No Mobilisation Advance and Secured Advance will be allowed.
9. Price preference will be allowed as per prevailing government Order No. 1110 F, dt. 10.02.2006 of Special Secretary, Finance Department, Govt. of West Bengal. The agency claiming the preference should submit necessary documents to substantiate their claim.
10. Bids shall remain valid for a period not less than 180 (one hundred eighty) days after the dead line date for Sealed Bid submission. Bid valid for a shorter period shall be rejected by the "Tender Committee" as non-responsive.
11. All materials including cement, rod etc. be of approved brand in accordance with relevant code of practice and manufacture accordingly and shall be procured and **supplied by the agency at their own cost.**
12. **Important Information :- (Date & Time Schedule)**  
**Last Date and time for submission of tender: 07.07.2017 at 12 Noon.**  
**Date and time and place of opening of Tenders submitted in time will be informed later.**
- A. Location of critical events: Bid opening :-  
Office of the Director & Member Secretary,  
West Bengal State Export Promotion Society,  
Oswal Chambers, 4<sup>th</sup> floor, Room No. 401,  
2, Church Lane, Kolkata - 700 001.
13. **Earnest Money:** The amount of Earnest Money is Rs. 7578/- i.e, 2% (two percent) of the Estimated amount put to tender and to be remitted through Bank Draft / Pay Order of any nationalized Bank drawn in favour of "West Bengal State Export Promotion Society" payable at Kolkata, against the work. The amount of earnest money so deposited will be converted as "Security Deposit" for successful contractors/ firms/ companies/ organizations.
14. **Security Deposit:** @ 10% less the 2 % EMD converted to Security Deposit will be deducted from the bill. Security Deposit will be released after Defect Liability Period. No interest will be paid on the Security Deposit.
15. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice inviting Tender, the cost of visiting the site shall be of the bidder's own expense.
16. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department.

The Director & Member Secretary, WBSEPS reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the stage of Bidding.

17. **Refund of EMD:** The Earnest Money of all the unsuccessful Tenderers deposited in favour of “WEST BENGAL STATE EXPORT PROMOTION SOCIETY” will be refunded by the Director & Member Secretary, West Bengal State Export Promotion Society on receipt of application from Tenderers. No interest on EMD will be paid.
18. The intending tenderers are required to quote the rate offline only. No online tender will be entertained.
19. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act.1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.
20. During scrutiny, if it is come to the notice to tender inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that tenderer will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice. Beside the WBSEPS may take appropriate Legal Action against such defaulting tender.
21. Before issuance of the work order, the tender inviting authority may verify the credential & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer is either manufacture or false in that case, work order will not be issued in favour of the tenderer under any circumstances.
22. If the dates fall on holidays or on days of bandh or natural calamity, the dates defer to next working days.
23. In case of inadvertent typographical mistake found in the specific price schedule of rates, where applicable, the same will be treated to be so corrected as to conform to the prevailing relevant schedule of rates and /or technically sanctioned estimate.
24. The intending tenderer is required to quote the rate in figures as well as in words.
25. No CONDITIONAL/INCOMPLETE TENDER will be accepted under any circumstances.
26. In case of Quoting rates, no multiple lowest rates will be entertained by the Department.
27. The Director & Member-Secretary, WBSEPS reserves the right to cancel the N.I.T. due to unavoidable circumstance and no claim in this respect will be entertained.

28. All bidders are requested to remain present either personally or through their authorized representatives in the chamber at WBSEPS, during the opening of the Tender, to observe the tender opening procedure.
29. Successful tenderers will be required to observe the following conditions strictly:-
- (a) Minimum wages to the workers shall be paid according to the rates notified and /or revised by the State Govt. from time to time under the Minimum Wages Act, 1948 in respect of scheduled employments, within the specified time as per law. Payment of bonus, wherever applicable, has to be made.
  - (b) Adequate safety and welfare measures must be provided as per the provisions of the Building and other Construction Workers' (Regulation of Employment and Conditions of Service) Rules, 1996 read with West Bengal Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Rules, 2004.
  - (c) All liabilities arising out of engagement of workers are duly met before submission of bills for payment.

If there is any violation of any or all the relevant above criteria during execution of the job, it will render the concerned agencies ineligible for the work then and there or at any subsequent stage as may be found convenient.

#### **A. TENDER COMMITTEE (TSC)**

- (i) Opening of Tender :-  
Technical proposals will be opened by the authorized representative of the Additional Director, WBSEPS/ constituted Tender committee. Intending tenderers may remain present if they so desire.
- (ii) Pursuant to scrutiny & decision of the tender committee the summary list of eligible tenders will be considered.
- (iii) While evaluation the committee may summon the tenderer for clarification / information or additional documents or original hard copy of any of the documents already submitted and if these cannot be produced within the stipulated time frame, their proposals will be liable for rejection.
- (iv) The contractor is to quote the rate in the space marked for quoting rate in the BOQ MENTIONED UNDER FINANCIAL BID in this N.I.T.

#### **C. AWARD OF CONTRACT.**

- (I) WBSEPS reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time the prior to the award of Contract without

thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employers' action.

- (II) The Bidder who's Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter.
- (III) The notification of award will constitute the formation of the Contract.

**D. DEFECT LIABILITY PERIOD:** 1 year from the date of satisfactory completion of the work. Defects detected if any, during the Defect Liability Period will have to be made good by the agency engaged for work within 7 days of intimation of the same. In case of non-compliance, the Authority reserves the right to make good such defect and the cost incurred will be adjusted from the Security Deposit.

**E. PAYMENT TERMS :-**

Payment will be released at a time after successful completion of the work as per measurement of the actual work executed and production of bill certified by the Officer-in-Charge.

Sd/-

Director & Member Secretary  
West Bengal State Export Promotion Society

To  
The Director & Member Secretary,  
West Bengal State Export Promotion Society,  
2, Church Lane, (4<sup>th</sup> floor),  
Kolkata – 700 001.

**NOTICE INVITING TENDER(Offline) No. WBS EPS/Tender/17-18/EWRI/2**

Sub: Submission of tender for Special Repair of damaged roof of Museum Building and Staff Quarter and Construction of Septic Tank inside the Campus of Baruipur Experimental Workshop-cum-Research Institute, Govt. of West Bengal at Baruipur, South 24 Parganas, West Bengal.

Sir,

With reference to your tender, we are submitting herewith the rate along with the following documents:-

- (1) Name and address of the firm :
- (2) Telephone Number, FaxNo. & E-mail :
- (3) Name & address of partners/proprietors :
- (4) Registration Certificate under Company Act/  
Registered Deed of partnership Firm/Pvt. Ltd.  
Co. :
- (5) Name of Bankers with Account Number :
- (6) Nature of business :
- (7) Number of persons employed :
- (8) Working experience for undertaking  
similar work under the authority of State/Central  
Govt., State/Central Govt. undertaking/Statutory  
Bodies/WBSEPS :

- (9) PAN for I.T. (enclose Xerox copy) :
- (10) Copy of Trade License and Professional Tax Certificate up to date :
- (11) Details of Earnest Money :  
(Draft/Pay Order should be in favour of W.B.S.E.P.S. payable in Kolkata)

Yours faithfully,

---

Signature & seal of the tenderer.



**FINANCIAL BID**

**NOTICE INVITING TENDER( Offline) No. WBS EPS/Tender/17-18/EWRI/2**

SCHEDULE OF QUANTITIES FOR SPECIAL REPAIR OF DAMAGED ROOF OF MUSEUM BUILDING AND STAFF QUARTER AND CONSTRUCTION OF SEPTIC TANK INSIDE THE CAMPUS OF BARUIPUR EXPERIMENTAL WORKSHOP-CUM-RESEARCH INSTITUTE, GOVT. OF WEST BENGAL AT BARUIPUR, SOUTH 24 PARGANAS, WEST BENGAL.

Item No.	Description of Items	Unit	Qty.	Rate/unit (Rs.)	Amount (Rs.)	
					In figure	In word
1	Dismantling carefully terraced floor only or lime terracing in Ground floor roof and removing rubbish as directed within a lead of 75 mtr, (Museum Building And Staff Quarter)	Cu.M	46			
2	Dismantling all types of masonry excepting cement concrete plain or reinforced stacking serviceable materials at site & removing rubbish as directed within a lead of 75 mtr. (parapet of Museum Building And Staff Quarter)	Cu.M	5.10			
3	Applying 2 coats of bonding agent with synthetic multifunctional rubber emulsion having adhesive and water proofing properties by mixing with water in proportion( 1 bonding agent : 4 water : 6 Cement)as per manufacturer's specification (Museum Building And Staff Quarter)	Sq.M	303			
4	Extra rate for using water proofing and plasticising admixture @ 0.2% by concrete of various grades	Kg	63			
5	Supplying, fitting and fixing I.R.C. fabric mesh with covering battens, if required including cost of screws etc. complete (excluding the cost of battens) in Ground floor (a) 50 mmx25mmx2.7mmx2.7mm (Roof Of Museum Building And Staff Quarter)	Sq.M	303			
6	Ordinary cement concrete (mix. 1:1.5:3) with graded stone chips (20	Cu.M	23			

	mm nominal size) excluding shuttering and reinforcement if any in ground floor (1) Pakur Variety [Museum Building And Staff Quarter]					
7	Earth work in excavation of foundation trenches or drains, in all sorts of soil (including mixed soil but excluding laterite or sandstone) including removing, spreading or stacking the spoils within necessary training the sides of trenches, leveling, dressing and ramming the bottom, bailing out water as required complete. Depth of excavation not exceeding 1,500 mm. [ for Septic Tank]	Cu.M	20			
8	Depth of excavation for additional depth beyond 1,500 mm and upto 3,000 mm but not requiring shorting. [ for Septic Tank]	Cu.M	5			
9	Earth work in filling in foundation trenches or plinth with good earth, in layers not exceeding 150 mm. including watering and ramming etc. layer by layer complete. (Payment to be made on the basis of measurement of finished quantity of work) with earth obtained from excavation of foundation. [ for Septic Tank]	Cu.M	5			
10	Single Brick Flat Soling of picked jhama bricks including ramming and dressing bed to proper level and filling joints with local sand. Single brick flat soling (thickness 75 mm.) [ for Septic Tank]	Sq.M	1			
11	Cement concrete with graded stone ballast (40 mm) size excluding shuttering. With Pakur variety stone metal 1:3:6[ for Septic Tank]	Cu.M	1.60			
12	Ordinary Cement concrete (mix 1:1.5:3) with graded stone chips (20 mm nominal size) excluding shuttering and reinforcement if any, in ground floor as per relevant IS codes.Pakur variety. [ for Septic Tank].	Cu.M	2.85			
13	Hire and labour charges for shuttering with centering and necessary staging up to 4 m using approved stout props and thick hard wood planks of					

	approved thickness with required bracing for concrete slabs, beams and columns, lintels curved or straight including fitting, fixing and striking out after completion of works (upto roof of ground floor) (when the height of particular floor is more than 4 m the equivalent floor height shall be taken as 4 m and extra for works beyond the initial 4 m ht. shall be allowed under 12(e) for every 4 m or part 25 mm to 30 mm thick wooden shuttering as per decision & direction of Engineer-in-Charge. [ for Septic Tank]	Sq.M	17			
14	Reinforcement for reinforced concrete work in all sorts of structures including distribution bars, stirrups, binders etc initial straightening and removal of loose rust (if necessary), cutting to requisite length, hooking and bending to correct shape, placing in proper position and binding with 16 gauge black annealed wire at every intersection, complete as per drawing and direction. SAIL / TATA / RINL. [ for Septic Tank]	MT	0.204			
15	Plaster (to wall, floor, ceiling etc.) with sand and cement mortar including rounding off or chamfering corners as directed and raking out joints including throating, nosing and drip course, scaffolding / staging where necessary (Ground floor). [Excluding cost of chipping over concrete surface] With 1:4 cement mortar 15 mm thick plaster. [ for Septic Tank]	Sq.M	40			
16	Neat cement punning about 1.5 mm thick in wall, dado, window sill, floor etc. NOTE Cement 0.152 cu. m. per 100 sq. m. [ for Septic Tank]	Sq.M	51			
17	Brick work with 1 <sup>st</sup> class bricks in cement mortar (1:4) in foundation and plinth. [ for Septic Tank]	Cu.M	7.30			
18	125 mm thick brick work with 1 <sup>st</sup> class bricks in cement mortar (1:4) in ground floor. [ for Septic Tank]	Sq.M	4.40			
19	Supplying and laying Polythene Sheet (150 gm/sq.m) over damp proof course or below flooring or roof terracing or in foundation or in	Sq.M	11			

	foundation trenches. [for Septic Tank]					
20	Supplying fitting & fixing UPVC pipes A Type and fittings conforming to IS:13592-1992 with all necessary clamps nails including making holes in walls, floor etc. cutting trenches in any soil through masonry concrete structures etc. if necessary and mending good damages including joining with jointing materials (Spun Yarn, Valamoid/Bitumen/M-Seal etc.) complete 110 mm. Dia [ for Septic Tank]	RM	5			
21	UPVC Fittings:c / Plain Tee – 110 mm. Dia [ for Septic Tank]	Each	3			
TOTAL:						

-----  
Signature & seal of the tenderer.