



WEST BENGAL STATE EXPORT PROMOTION SOCIETY

Government of West Bengal

2, Church Lane, 4th floor, Room No.401, Kolkata – 1.

Phone: 2243-9188, Tele-fax 91-33-22439187

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NOTICE INVITING TENDER(Offline)No. WBS EPS/Tender/14-15/3/32EWS-1

Director & Member Secretary, West Bengal State Export Promotion Society invites tender from reliable and experienced agencies/organizations/parties for undertaking Civil, Carpentry and Steel works only for remodelling of building No. 10 & 11 of the LIG Housing Complex of HIDCO at Tarulia 3rd Lane, Chandiberia as detailed below : (Submission of Bid offline only)

Sl. No	Name of the work	Estimated Amount (Rs.)	Earnest Money (Rs.)	Price of Technical & Financial Bid documents and others annexure (Rs.)	Period of completion	Name of the office	Eligibility of Contractor
1	Civil, Carpentry and Steel works only for remodeling of building No. 10 & 11 of the EWS Housing Complex of HIDCO at Tarulia 3 rd Lane, Chandiberia only	4,07,008/-	8,140/-	500/-	28 days	West Bengal State Export Promotion Society, Oswal Building, 4 th floor, 2, Church Lane, Kolkata-1	Resourceful and experienced (Eligibility criteria as per Sl. No. 3 mentioned below)

In the event of tender, bidder may purchase the tender documents physically from the office of the Additional Director, West Bengal State Export Promotion Society, Oswal Building, 4th floor, Room No.401, 2, Church Lane, Kolkata -1 or may download the from the website, <https://www.wbseps.com> and necessary Earnest Money & cost of Tender Documents may be remitted through demand draft/pay order issued from any nationalized bank in favour of WEST BENGAL STATE EXPORT PROMOTION SOCIETY.

In case of purchase of tender documents, the Cost of Tender Documents should be deposited through demand draft/pay order or Cash to the office of Director & Member Secretary,

West Bengal State Export Promotion Society, Oswal Building, 4th floor, Room No.401, 2, Church Lane, Kolkata -1 and EMD should be submitted through demand draft/pay order during submission of Bid.

If the tender documents downloaded from website, <https://www.wbseps.com>, the EMD & cost of Tender Documents through demand draft/pay order should be submitted to the office of the Director & Member Secretary, West Bengal State Export Promotion Society, Oswal Building, 4th floor, Room No.401, 2, Church Lane, Kolkata -1 during submission of bid.

2. Bid should be submitted in sealed envelope consisting with Technical Bid & Financial Bid in two separate sealed covers super scribing "TECHNICAL BID" and "FINANCIAL BID" and along with EMD & Cost of Tender Documents through demand draft/pay order. In case of purchase of tender documents, Demand draft/ Pay Order of the cost of tender documents not required to be submitted during submission of bid.

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. And having a magnitude of 40(forty) percent in one job of the Estimated amount put to tender.

N.B.:- Completion certificate should contain (a) Name of work, (b) Name & address of Client, (c) Amount put to tender, (d) Date of commencement of work (e) Date of completion of work.

(b) An undertaking should be given stating thereby that the Firm has not been debarred or penalized for any reasons out of work by any Government Department

(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 year 2014-15, VAT registration Certificate to be accompanied with the Technical Bid document. Income Tax(Saral) Acknowledgement Receipt for assessment year (12014-15) 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. (A self-declaration in this respect has to be furnished by the prospective bidders without which the Technical Bid shall be treated non-responsive).

(g) In case of Proprietorship, Partnership Firms and The Company Tax Audit Report in 3CD Form are to be furnished along with the balance sheet and profit and loss account, and all the schedules forming the part of Balance Sheet and Profit & Loss Account in favour of applicant. No other name along with applicant name, in such enclosure will be entertained. (Non Statutory documents).

(h) Registered Partnership Deed (for Partnership Firm only) along with Power of Attorney to be submitted along with application. (Non Statutory documents).

(i) Declaration regarding Structure and Organization duly signed by the applicant to be submitted along with application.

- (j) 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 & works the rate in works will govern.
- (k) Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.
- (l) Registered Unemployed Engineers' Co-operative Societies/Unemployed Labour Co-op. Societies are required to furnish valid Bye law, Current Audit Report , Valid Clearance Certificate from A.R.C.S. for the year 2012 along with other relevant supporting papers.
4. The Bid should be submitted in sealed envelope consisting "TECHNICAL " and "FINANCIAL" information as requested along with demand draft / pay order of EMD & Cost of tender documents. The decision of the 'Tender Committee' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the Notice Board of this office on the scheduled date and time as mentioned NIT.
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. Arbitration will be allowed, as per arbitration clause in terms of Clause-25 of the said Tender Form No.1. So Clause – 25 will stand valid while executing contract agreement.
9. No Mobilisation Advance and Secured Advance will be allowed.
10. 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 .
11. Agencies shall have to arrange land for creation of Plant & Machineries, storing of materials, labour shed, laboratory etc. At their own cost and responsibility.
12. Bids shall remain valid for a period not less than 180(one hundred eighty) days after the dead line date for Financial Bid / Sealed Bid submission. Bid valid for a shorter period shall be rejected by the "Tender Committee" as non-responsive.
13. All materials including cement, steel shall 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**. Authenticated evidence for purchase of cement and steel are to be submitted along with challan and test certificate. If required by the WBSEPS further testing from any Govt. approved Testing Laboratory shall have to be conducted by the agency at their own cost .

14. **Important Information :- (Date & Time Schedule)**

Sl. No.	Particulars	Date & Time
1	Date of issue / publish/ upload of NIT Documents (Publishing Date)	05.11.2014
2	Start Date of sale / download of Tender Documents	05.11.2014
3	End Date of Sale /Download of Tender Documents	12.11.2014 upto 2.00 P.M.
4	Date of Submission of bid	12.11.2014 upto 4.00 P.M.
5	Date of opening of Tender	17.11.2014at 1.00 P.M.

A Location of critical events: Bid opening :-

Office of the Director & Member Secretary,
West Bengal State Export Promotion Society,
Oswal Building, 4th floor, Room No. 401,
2, Church Lane, Kolkata - 700 001.

15. Earnest Money : The amount of Earnest Money is 2% (two percent) of the Estimated amount put to tender (as mentioned in the list of schemes) and remitting through Bank Draft/ Pay Order of any nationalized Bank drawn in favour of "West Bengal State Export Promotion Society" against the work. The amount of earnest money so deposited will be converted as "Security Deposit" for successful contractors/firms/companies/organizations.
16. 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.
17. 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 reject any application for purchasing Bid Documents and 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.
18. Refund of EMD : The Earnest Money of all the unsuccessful Tenderers deposited in favour of "WEST BENGAL STATE EXPORT PROMOTION SOCIETY" along with the Tenders will be refunded by the Director & Member Secretary, West Bengal State Export Promotion Society on receipt of application from Tenderers.
19. The intending tenderers are required to quote the rate offline only. No online tender will be entertained.
20. 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.

21. 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.
22. In case if there be any objection regarding Prequalifying the Agency that should be lodged to the Chairman Tender Screening Committee within 2 days from the date of publication of list of qualified Agency and beyond that time schedule no objection will be entertained by the Screening Committee.
23. 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.
24. Intending tenderers are required to submit attested/self attested photocopies of valid enlistment renewal certificate, valid partnership deed (in case of partnership firm), current Professional Tax Deposit Challan/Professional Tax Clearance Certificate , PAN Card, Trade License from the respective Municipality, Panchayet Etc. (in case of S & P Contractors only), [Technical Bid].
25. If the dates fall on holidays or on days of bandh or natural calamity, the dates defer to next working days.
26. In case of inadvertent typographical mistake found in the specific price schedule of rates, the same will be treated to be so corrected as to conform to the prevailing relevant schedule of rates and / or technically sanctioned estimate.
27. The intending tenderer is required to quote the rate in figures as well as in words.
28. No CONDITIONAL/INCOMPLETE TENDER will be accepted under any circumstances.
29. Deduction of Tax shall be as below as per provision of section 40 of the W.B. VAT act, 2003 with effect from 01.08.2006.
 - (i) 3% (three percent) when the contractor is registered under the VAT Act and such registration is valid on the date of making such payment (for which the valid VAT Registration Certificate is to be produced by the contractor along with a declaration from the contractor that his certificate registration is valid to the best of his knowledge and that he will intimate the Director & Member Secretary, WBSEPS, in case of any notice issued by Commercial Taxes Authority regarding the cancellation of his certificate of registration).
 - (ii) 5% (five percent) in all other cases.
30. In case of Quoting rates, no multiple lowest rates will be entertained by the Department.
31. 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.

32. All bidders are requested to remain present either personally or through their authorized representatives in the chamber of the Additional Director, WBSEPS, during the opening of the Tender, to observe the tender opening procedure.
33. Successful tenderers will be required to observe the following conditions strictly:-
- (a) Employees' Provident Fund and Miscellaneous Provisions Act, 1952 and Employees State Insurance Act, 1948 should be strictly adhered to wherever such Acts become applicable.
 - (b) 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.
 - (c) 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.
 - (d) 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 Technical proposal :-
Technical proposals will be opened by the Additional Director, WBSEPS or his authorized representative. Intending tenderers may remain present if they so desire.
- (ii) Pursuant to scrutiny & decision of the tender committee the summary list of eligible tenders & the serial number of work for which their proposal will be considered.
- (iii) While evaluation the committee may summon the tenderer & 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.

B. Financial proposal

- (i) The Financial bid of only those bidders shall be considered who are technically qualified on evaluation according to the predefined qualification criteria as mentioned in this N.I.T. by the Tender Committee, formed for the purpose. 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 anytime the prior to tghе 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.
- (IV) The Agreement in Tender Form WBSEPS will incorporate all agreements between the Tender Accepting Authority and the successful Bidder.

D. PAYMENT TERMS:-

Payment will be released at a time after successful completion of the work and production of bill certified by the Officer-in-Charge and the Architect.

Sd/-

Director & Member Secretary
West Bengal State Export Promotion Society

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

Sub: Submission of tender for Civil, Carpentry & Steel Works only for Remodeling works of building No. 10 & 11 of the EWS Housing Complex of WBSEPS at Tarulia 3rd Lane, Chandberia, New Town, Kolkata.

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. :
- (9) PAN for I.T. (enclose Xerox copy) :

(10) Copy of Trade License and Professional Tax Certificate up to date and Fire License :

(11) Details of Earnest Money :
(Draft should be in favour of W.B.S.E.P.S.
payable in Kolkata)

Yours faithfully,

Signature & seal of the tenderer.

FINANCIAL BID

**SCHEDULE OF QUANTITIES FOR CIVIL, CARPENTRY & STEEL
WORKS ONLY FOR REMODELLING WORKS OF BUILDING NO. -10 & 11 OF
THE EWS HOUSING COMPLEX AT TARULIA THIRD LANE, CHANDIBERIA OF
WEST BENGAL STATE EXPORT PROMOTION SOCIETY.**

Sl. No.	Description	Quantity	Unit	Rate in Rs. (Rupees)	Amount (Rs.)
1.	Dismantling / control breaking of 250/75mm. brick wall except cement concrete plain or reinforced, removing rubbish as directed within a lead of 75 m. [IT.NO. -1(a) & (b) , P- 9.] In ground floor In first floor In second floor In third floor	3.75 3.75 3.75 3.75	Cu.M. Cu.M. Cu.M. Cu.M.		
2.	Dismantling artificial stone flooring upto 50 mm. thick by carefully chiseling without damaging the base and removing rubbish within a lead of 75 m. as directed. [IT.NO.-6, P-10.] In ground floor In first floor In second floor In third floor	1848 1848 1848 1848	Sq.m Sq.m Sq.m Sq.m		
3.	Removing / stripping off skirting & dado in any floor removing rubbish within a lead of 75 m. and stacking the serviceable materials as directed. [IT.NO.-10, P-11.]	420.0	Sq.m		
4.	Dismantling all type of cement concrete works, Stacking the serviceable materials at site and removing rubbish within a lead of 75m. as directed [IT.NO.-2(a), P-9.] Ground floor First floor Second floor Third floor	0.37 0.37 0.37 0.37	Cu.m. Cu.m. Cu.m. Cu.m.		
5.	Labour for taking out & refixing whichever necessary of all existing steel windows [IT.NO.-48, P-106.]	48	Each		
6.	Anti-termite treatment to the soil under floor with chemical emulsion by admixing chloropyrofos emulsifiable concentrate (1% concentration) with water by weight including drilling vertically 12mm dia holes at the junction of floor and wall at 300 mm interval to reach the soil. [IT.NO.-8(c), P-7.]	248.62	Sq.m		

7.	75 mm.thick brick work with 1st class bricks in cement mortar (4: 1) in ground floor including H.B. netting in every alternate layer [IT.NO.-34 (a), P-38.] In ground floor In first floor In second floor In third floor	31.58 31.58 31.58 31.58	Sq.m Sq.m Sq.m Sq.m		
8.	250 mm. thick brick work with 1st class bricks in cement mortar (4: 1) [IT.NO.-21 (b), P-35.] In ground floor In first floor In second floor In third floor	0.465 0.465 0.465 0.465	Cu.m. Cu.m. Cu.m. Cu.m		
9.	Plaster to wall 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}. [IT.NO.-2(ii)(a) , P - 198.] 20 mm. thick plaster (1:4) for interior & exterior walls etc. In ground floor In first floor In second floor In third floor	7524 7524 7524 7524	Sq.m. Sq.m. Sq.m. Sq.m.		
10.	Removal of rubbish, earth etc. from the working site and disposal of the same beyond the compound, in conformity with the Municipal / Corporation Rules for such disposal, loading into truck and cleaning the site in all respect as per direction of Engineer-in-charge. [IT.NO.13, P-12.]	1300	Cu.m		
11.	Labour for taking out door frame including shutter & refixing the same including mending good all damages complete [IT.NO.-72 (a), P-129.]	48	Each		
12.	M.S. clamp for fixing door frame made of flat bent bar, end bifurcated, fixed in cement concrete with stone chips (4:2:1) fitted and fixed complete as per direction. (Cost of cement concrete will be paid separately) 40 mm x 6 mm x 200mm length. [IT.NO.-18(b), P-114.]	192	Each		
13.	Anodised aluminium barrel tower /socket bolt (full covered) of approved quality manufactured from extruded section conforming to I.S.204/74 fitted and fixed with cadmium plated screws. [IT.NO.-61, P-125.] (i) 225 mm long x 12 mm dia. bolt. (ii) 150 mm long x 12mm dia. bolt.	64 32	Each Each		

14.	Anodised aluminium D-type handle of approved quality manufactured from extruded section conforming to I.S. specification (I.S.230/72) fitted and fixed complete. [IT.NO.- 65(a)(vii), P-127.] * With continuous plate base (hexagonal/round rod) b) 150 mm. grip x 12 mm. dia.rod	32	Each		
15.	Anodised aluminium floor door stopper. [IT.NO.- 39(ii), P-120.]	32	Each		
17.	Supplying best Indian sheet glass pane 3mm. thick including fixing in steel window. [IT.NO.- 1(i) P-218 & 7,P-219]	190	Sqm.		
18.	M.S. integrated grill as per approved design integrated With steel window with M.S. flats or bars. [IT.NO. 34(b)(viii), P-102.]	420	kg		
19.	Supplying, fitting and fixing windows with integrated grilles conforming to IS 1038-1975 and manufactured from rolled steel sections conforming to IS 7452-1974 with non-friction projecting type, box type hinges, glazing clips, lugs locking bracket, handle plate ,etc. including hoisting in position, straightening if required , fixing lugs in cement concrete with stone chips 20 mm. down cutting holes & mending good damages to match the existing surface complete in all respect excluding glazing with two point nose steel handle & stay 300 mm.long. [IT.NO. 34(b) & (c)(iv),(vi) P-102.]	19.44	Sqm.		
	TOTAL :				

Signature & seal of the tenderer.