

## INDEX

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**NOTICE INVITING e-TENDER****A. Preface:**

Electronic Bids/e-Tenders on Percentage Rate Basis (i.e. % rate Below, Above or At Par of the Estimated Cost put to the Tender) are hereby invited by The West Bengal State Co-operative Agriculture & Rural Development Bank Ltd. (The WBSCARD Bank Ltd.), ICMARD Building, 6<sup>th</sup> Floor, Block – 14/2, C.I.T. Scheme – VIII(M), Ultadanga, Kolkata – 700 067 in prescribed forms from the eligible/bonafide and resourceful Contractors/ reputed Engineering Firms/Companies / Engineer's Co-operative Society having adequate credentials as mentioned in **Clause No. F- II** of this NIT for execution of the undernoted works Civil and Sanitary & Plumbing items of work) at the following location of The WBSCARD BANK Ltd. which is summarised hereunder in the Table below.

**B. Details of the work: [Online submission of Bid through the Portal: <https://www.tenderwizard.com/eproc.>]**

| Sl. No. | Name of the Work with Location  | Estimated Amount put to Tender (Tender Value) (Rs.)   | Earnest Money (EMD) (Rs.) | Time Allowed for completion of the work                          | Eligibility of the Contractor for participation   | Name & Address of the inviting Organisation  |
|---------|---|---|---------------------------|--|---|--|
| 01.     | Construction of new Canteen at the Ground Floor of the Regional Institute of Co-operative Management for Agriculture & Rural Development (RICMARD)— a G+4 storied Building of The West Bengal State Co-operative Agriculture & Rural Development Bank Ltd. (The WBSCARD Bank Ltd.) located at 3, Sarat Bose Road , Hakimpura ,P.O Siliguri, Dist. – Darjeeling , Pin-734001 | <b>Total Estimated Cost (Basic Value)</b> Construction of new Canteen at the Ground Floor :-<br>3,26,215.00<br><b>(i) Add CGST &amp; SGST @18% on the above Total Estimated Cost =</b><br>58,718.70<br><b>(ii) Add for Labour Welfare Cess @ 1%</b> on (Basic Estimated Value + GST as above) = <b>3,849.34</b><br><b>Total Estimated Cost put to Tender (Tender Value) =</b><br>3,88,783.04<br>Rounded off to.<br>3,88,783/- | 7,776/-                   | <b>45 (Forty Five) Days</b> from the date of issue of Work Order | Bonafide and resourceful and technically experienced / skilled Contractors having adequate credentials (Ref. SL. No. E of this NIT) | The WBSCARD Bank Ltd. ICMARD Building, 6 <sup>th</sup> Floor, Block – 14/2, C.I.T. Scheme – VIII (M), Ultadanga, Kolkata – 700 067 |



**C. Important information/particulars (Time Schedule) for on-line processing through the Govt. Portal:**

| Sl. No. | Particulars / Activity   | Date & Time   | Remarks  |
|---------|--|---|--|
| 01.     | Date of uploading of NIT and Tender Documents etc. (Publishing Date) through Online  | 10.10.2023  | Will be made available in the Portal :<br><a href="https://www.tenderwizard.com/eproc">https://www.tenderwizard.com/eproc</a>              |
| 02.     | Date for commencement of Downloading the Tender Documents etc. through Online  | 13.10.2023<br>10.00 AM  |  |
| 03.     | Date for commencement of Submission of Bid (i.e. Technical Bid and Financial Bid) through Online   | 16.10.2023<br>12.00 Noon  |  |
| 04.     | Date of Closing of Submission/Uploading of Bid (i.e. Technical Bid and Financial Bid) through Online                                     | 07.11.2023<br>5.00 PM   |  |
| 05.     | Last date for uploading documents through Online   | 07.11.2023<br>5.00 PM   |  |
| 06.     | Date and Place for Opening of Technical Bids/Proposals through Online with Preliminary Result based on Technical Bid Opening (TBO) Sheet | 13.11.2023<br>3.00 PM   | The WBSCARD Bank Ltd.<br>ICMARD Building, 6 <sup>th</sup> Floor, Block - 14/2,<br>C.I.T. Scheme - VIII(M), Ultadanga,<br>Kolkata - 700 067 |
| 07.     | Date of uploading of the Final List of the Technically Qualified Bidders as per TBO Sheet  | To be suitably decided by the Tender Committee of The WBSCARD Bank Ltd. | Will be notified to all the Bidders through On line / e-Mail & SMS through auto generations in the system                                  |
| 08.     | Date of Opening of Financial Bids based on FBO (i.e. Financial Bids Opening) Sheet   | -DO-  |  |
| 09.     | Uploading of CSQR (i.e. Comparative Statement of Quoted Rates) and Uploading of Final FBE Sheet (i.e. Final Bid Evaluation Sheet)        | -DO-  |  |
| 10.     | Uploading of Award of Contract - AOC (i.e. Work Order)   | -DO-  |  |





## **General Terms, Clauses, Conditions, Specifications etc.**

### **Definitions:-**

The 'Contract' means the documents forming the Tender and acceptance thereof through execution of the formal Agreement between The WBSCARD Bank Ltd. and the selected Bidder/Contractor together with documents referred to therein including general terms and conditions, additional conditions and specifications, drawings, instructions and all these documents taken together shall be complementary to one another.

In the contract, the following expressions shall under the context otherwise requires have the meaning, hereby respectively assigned to them:-

- (a) The expression 'work' shall be construed and taken to mean the works by or by virtue of the contract to be executed whether temporary or permanent and whether original, altered, substituted or additional.
- (b) The 'site' shall mean the land and/or other places on, into or through which work is to be executed under the contract.
- (c) The 'Contractor' shall mean the individual or Firm or Company, undertaking the works and shall include the legal personal representatives of such individual or the persons composing such Firm or Company or the successors of such Firm or Company.
- (d) The Engineer-in-charge (E-in-C) means any person duly authorized by the Managing Director, The West Bengal State Co-operative Agriculture & Rural Development Bank Limited.
- (e) The Employer/Bank shall mean The West Bengal State Co-operative Agriculture & Rural Development Bank Ltd., 25-D, Shakespeare Sarani, Kolkata-700 017.
- (f) The 'Consultant' means the Technical Agency/ or Technically qualified Person/ Group of Persons engaged by The WBSCARD Bank Ltd. who may give direction only to the selected Contractor on behalf of the Managing Director.

### **D. Detailed general terms & conditions for participation in the e-NIT process with respect to selection of Bidder:-**

1. In the event of e-Filing, the intending Tenderers/Bidders may download the Tender Documents from the Website: <https://www.tenderwizard.com/eproc> directly with the help of Digital Signature Certificate as per the above Time Schedule stated herein under Sl. No. C including necessary remittance/payment (Online) of Earnest Money for the amount is stated in the above Table under Sl. No. B. The process of deposit of Earnest Money through Off-line instruments like Bank Draft, Pay Order etc. has been stopped for this instant case of e-Tender process under this Organisation. Necessary Earnest Money will have to be deposited by the Bidders electronically. Online - through his Net Banking enabled Bank Account, maintained at any Commercial Bank or Off-line through any Commercial Bank by generating NEFT/RTGS Challan from e-Tendering Portal.

Both Technical Bids and Financial Bids are to be uploaded in the website <https://www.tenderwizard.com/eproc>, the E-tendering Portal. The Technical Bid and Financial Bid are to be





submitted Online within the time limit mentioned in the NIT. Documents submitted by the Bidders should be properly indexed & digitally signed.

3. The intending Bidders are required to quote online the rate in proper space of BOQ/Price Schedule of Work in percentage (i.e. % Rate Below, Above or At Par of the Estimated Cost put to Tender). No Off-line Tender will be entertained.

4. Contract documents, specifications, Terms & Conditions, schedule of various items of work along with conditions of the Contract as laid down in this e-NIT are to be strictly adhered to by the Bidders and if any clarification is deemed necessary, the Head Office of The WBSCARD Bank Ltd. may be contacted.

5. Non-remittance/payment of Earnest Money will lead to rejection of Tender.

6. The Financial Offer/Bid of the prospective Bidders will be considered only if the Technical Documents forming part of Technical Bids submitted by the Bidders are found qualified by the Tender Committee of The WBSCARD Bank Ltd. The decision of the Tender Committee of The WBSCARD Bank Ltd. will be absolutely final and binding in this respect. The list of qualified Tenderers/Bidders will be uploaded on

**Portal: <https://www.tenderwizard.com/eproc>.**

7. Where there is any discrepancy between the Unit Rate and Total Amount resulting from multiplying the Unit Rate by the Quantity, the Unit Rate quoted shall override.

8. The Bids shall remain valid for a period of not less than **90 (Ninety) days** after opening of Financial Bid. If the Bidder withdraws the Tender/Bid during the validity period of Bid without sufficient and valid reasons, the Earnest Money as deposited will be forfeited forthwith and the Bidder will be debarred for a period of one year from participating any Tender in The WBSCARDB Ltd.

9. The intending Bidders should clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of bidding shall be reimbursable by the appropriate authority of The WBSCARD Bank Ltd.

10. **Earnest Money / Security Deposit:** The amount of Earnest Money against the above work @ **2% (Two Per Cent)** of the Estimated Amount put to Tender is to be remitted/ paid with The WBSCARD Bank Ltd. in the methodology for submission of EMD as per prevailing order of the Finance Department, Government of West Bengal. The Clause is also applicable for all categories of applicants except those are exempted as per prevailing Government Order. In case of Bidder whose Tender is accepted, the EMD @ **2% (Two Per Cent)** deposited will be converted into a part of **Security Deposit**. The balance Security Deposit @ **8% (Eight Per Cent)** of the amount of each Running Bill will be so adjusted as to make the **Total Amount of Security Deposit** equivalent to **10% (Ten Per Cent)** of the Total Value of Work to be executed actually. The Earnest Money should be remitted through Demand Draft in favour of The WBSCARDB Ltd. which has to be deposited to the Head Office of The WBSCARD Bank Ltd. or through RTGS/NEFT to the following Savings Account of The WBSCARDB Ltd.: -

**The West Bengal State Co-operative Bank Ltd. Kolkata Main Branch, A/C No. 101005427736, IFSC WBSC0000001**

The Earnest Money has to be remitted in the manner mentioned above before the last date of submission of the Bid. Bidders are also advised to deposit Earnest Money Deposit [EMD] against their Bids at least **three working days before** the closing date of submission of the Bid. Bidders are also requested to submit **necessary documents regarding the deposit of Earnest Money** containing UTR No. and necessary details which should be uploaded along with the Bid documents.





11. **Refund of EMD:** The Earnest Money of all the unsuccessful Bidders will be refunded to respective Bidders' Account from which they made the payment, through necessary formalities, on receipt of the information from the e-Procurement Portal.
12. The Contractor shall have to comply with the provision of The Contract Labour (Regulation Abolition) Act, 1970.
13. During scrutiny, if it comes to the notice of the Tender Inviting Authority (TIA) of The WBSCARD Bank Ltd. that the credential(s) and or any other paper(s) of any Bidder is/are incorrect/manufactured/fabricated, that Bidder will not be allowed to participate in the Tender and that applications will be cancelled/rejected outright by the appropriate authority of The WBSCARD Bank Ltd. without assigning any reason thereof. The appropriate authority of The WBSCARD Bank Ltd. reserves the right to cancel the NIT and no claim in this respect will be entertained.
14. Objection if any regarding Pre-Qualifying of an Agency, should be lodged to the Managing Director, The WBSCARD Bank Ltd. within 1 (one) day from the date of publication of the list of qualified agencies and beyond that time schedule, no objection will be entertained.
15. The Tender Inviting Authority (TIA) of The WBSCARD Bank Ltd. may verify the hard copy of credential(s) and/or all other document(s) of the Bidders, if it is felt necessary as per opinion of the Tender Inviting Authority (TIA) of The WBSCARD Bank Ltd.
16. On verification, if it is found that the document(s) submitted by the Bidder is/are either manufactured/fabricated or false, no Work Order will be issued in favour of the said Bidder. Submission of false document(s) by the Bidder is strictly prohibited and if anybody found to do so, such action may be referred to the appropriate authority for prosecution as per relevant IT Act with forfeiture of Earnest Money forthwith.
17. Acceptance of the Tender vests with the Tender Committee of The WBSCARD Bank Ltd. or the appropriate authority of The WBSCARD Bank Ltd.
18. For Partnership Firm, copy of the Registered Partnership Deed is to be submitted. For Companies, copies of the Articles of Association and Memorandum of Associations are to be submitted. Where an individual person holds a Digital Certificate in his own name duly issued to him by the Company or the Firm of which he happens to be a Director or Partner or an Officer, and also holds Registered Power of Attorney empowered by the Board or by the Firm, shall invariably upload a copy of Registered Power of Attorney showing clear authorisation in his favour to upload such Tender. The Power of Attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908.
19. The intending Bidders are required to quote the Rate the % (Per Cent) above (+) or below (-) or at par over the Total Estimated Cost put to Tender through Online at the specified place on the BOQ considering that no Escalation and/or price adjustment will be allowed by the authority of The WBSCARD Bank Ltd. under any circumstances.
20. Conditional and incomplete Bid/Tender will be rejected straightway.
21. No Mobilisation Advance/Secured Advance will be allowed.
22. Income Tax/TDS will be deducted from each Running Bill as well as Final Bill of the Bidder (Selected Contractor) as per applicable rate and Rules of IT Deptt. in force. Necessary deduction on account of GST will be made as per the GST Act, 2017.





23. A Cess of 1% (one Per Cent) will be deducted from the Bidder's/ Selected Contractors' Bill on account of the "Building & Other Construction Labour Welfare Cess Act, 1996' (Act 28 of 1996) as per prevailing Circular of PWD, Govt. of W.B.

24. Successful Bidders will be required to obtain valid Registration Certificate & Labour Licence from the Regional Labour Office as per Clauses under Section 7 West Bengal Building & Other Construction Works' Act 1996 and under Section 12 of Contract Labour Act.

25. **The Defect Liability Period** : The prevailing rules and norms of the Government of West Bengal under this Clause as in force shall be strictly followed by the selected Bidder/ Contractor or his workmen or authorised representatives and in the event of any loss, breakdown, damage, destruction, injury to lives and property during execution of the work, the selected Bidder/ Contractor shall remain solely liable and responsible and will have to make good whatever the compensation at his own expenses and the cost to be incurred shall be recovered/realised from the amount of Security Deposit lying with the Authority of The WBSCARD Bank Ltd. and/or from the amount of the Running/Final Bill of the selected Contractor/Bidder. All risks on account of any incidental events in respect of carriage, loss or damage of vehicles, materials or labours will have to be borne by the selected Bidder/ Contractor. For this tender the Defect Liability Period is to be considered as 1 (Year) from the date of completion of the work and the Security Deposit held by The WBSCARD Bank Ltd. shall be released after the completion of the Defect Liability Period.

26. No extension of time will be allowed after the stipulated date. If any date falls on Holiday or on day of bandh, natural calamity; the date would be deferred to the next working day. In the case of retardation of progress of works due to any unavoidable circumstances, the time for the period lost will be granted by the concerned authority on receipt of application from the selected Bidder/ Contractor before the expiry date of contract. No claim whatsoever for idle labour, additional establishment cost, cost of materials & labour and hire charges for tools & plants etc. would be entertained under any circumstances. The selected Bidder should consider the above factors while quoting the rate.

27. If any inadvertent typographical mistake is 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.

28. No interest would be paid on the performance of Security Deposit or Earnest Money or any other deposit made by the selected Bidder in connection with the above scope of work.

29. Bidders quoting Un-workable and Absurd Rates in Tenders will be treated as informal and liable to be rejected.

30. Canvassing in connection with the Tenders is strictly prohibited and the Tenders submitted by the Bidders/ Contractor who are involved in canvassing, will be liable to rejection.

31. Contractors must satisfy to the authority of The WBSCARD Bank Ltd. about the payment of their Income Tax and GST. Necessary Challans and Clearance Certificate from the respective Department need to be submitted when asked for in that regard.

32. The Notice Inviting Tender will also form a part of the Tender.

33. Bidders should also please note that as soon as the Work Order will be issued to the Selected Bidder/ Contractor, the site will be made available to them and the work need to be started immediately.

34. The working Contractor may fix up Informative Signboard at the site of construction, if deemed necessary, at his own cost.



35. Running Account Bills may be made on demand during progress of the work maintaining the programme. However, payment against the Bills shall be made only when the fund is made available to The WBSCARD Bank Ltd. by the Govt. after due clearance by the concerned authorities.

36. The selected Bidder/ Contractor shall have to make all necessary arrangements at his own cost for examination of the works, executed / to be executed by the Inspecting Engineers. The quantity mentioned under different items of work as per B.O.Q may vary and the contractor should be bound to execute any quantity, as required and directed, in the same rate quoted by him / them.

37. The Bidder who/which submits false credentials or is found to provide any false information regarding his/its completed projects or is found to have disrupted awarded work earlier in this organisation should be barred from participation in the Tender and in this case, the Earnest Money deposited by the contractor shall stand forfeited & be absolutely at the disposal of The WBSCARD Bank Ltd.

38. The WBSCARD Bank Ltd. without prejudice to any other remedy for breach of contract by written notice of default sent to the selected Bidder/ Contractor, may terminate the contract, in whole or in part if -

(i) At any time during the course of contract, it is found that the selected Bidder/ Contractor has obtained the contract based on misinformation or falsification,

And/or

(ii) The contract is assigned or sublet without specific order from The WBSCARD Bank Ltd. in respect of a specified Sub-Contract.

And/or

(iii) If the selected Bidder/ Contractor becomes insolvent or commence any insolvency proceeding or make any composition with his creditors or attempts to do.

And/or

(iv) The selected Bidder/ Contractor is guaranteed a moratorium or a stay or is declared insolvent.

And/or

(v) The selected Bidder/ Contractor makes an assignment for the benefit of one or more of its creditors.

And/or

(vi) A Receiver is appointed on account of the insolvency of the selected Bidder/ Contractor.

And/or

(vii) The selected Bidder/ Contractor offers a settlement in lieu of bankruptcy or receivership,

And/or

(viii) The selected Bidder/ Contractor fails to deliver any or all of the service within the period specified in the contract,

And/or

(ix) The selected Bidder/ Contractor fails to perform any other obligation under the contract.

39. The Contract will not attract any Arbitration Clause and the contract will not include any clause towards Escalation of price. Also before submission of the Tender, the Contractor must visit the site to assess the local conditions from all corners and no plea/complaint about the site will be entertained afterwards. It will be presumed that the selected Bidder/ Contractor offered the Tendered rate after review of entire position of the work site and no claim on this ground will be entertained in future.

40. No additional or substituted item of work will be executed by the selected Bidder without prior approval of the Engineer-in-Charge (E-I-C) of The WBSCARD Bank Ltd. Additional or substituted items will be paid at





rate as per schedule of rates of PWD, GOWB, in vogue at the time of entering into contract. If the rate of such items do not appear in the schedule of PWD, GOWB or cannot be derived from them, the E-I-C will decide the rate on the basis of market rate of various components with 10% (Ten Per Cent) profit & overhead charges and the decisions of the E-I-C will be final and binding.

41. The WBSCARD Bank Ltd. shall have the power to make omissions or additions to or substitution from the original specifications, drawing and instruction, that may appear to him to be necessary or advisable during the progress of the work and the contractor shall be bound to carry out the work in accordance with any instruction which may be given to him in writing signed by the E-I-C and such alterations, commissions, omissions, additions or substitutions, shall not invalidate the contract but shall be deemed to have formed as work included in the original Tender and any altered, additional or substituted work which the Contractor may be directed to do in the manner above specified as part of the work shall be carried out by the Contractor on the same condition in all respects on which he agreed to do the main work and at the same rates, if any, may be specified in the Tender for the main work provided there is no change in the nature of work.

42. During execution of the work, the selected Bidder shall keep the site free from all unnecessary obstructions and for that purpose, shall arrange for removal of structure, encroachment etc. at their own cost.

43. The Contractor shall not be entitled to any compensation or any loss suffered by him due to delay arising out of modification of work, due to non-delivery of possession of site and/or modification of drawing and design.

44. In the case of any class of work for which there is no mention of specification, such work shall be carried out in accordance with IS specification and in the event of there being no specification, the work shall be carried out in all respects in accordance with the instructions and requirement of The WBSCARD Bank Ltd. authority.

45. Before starting of the work, Work Site if necessary must be properly dressed by cutting, clearing and cleaning all varieties of jungles, shrubs, or any undesirable/unserviceable materials from the alignment or site of work for which nothing will be paid extra unless specifically provided in Price Schedule of probable items with approximate quantities.

46. The work must have to be completed in all respects within the time specified in the NIT from the date of issue of Work Order. The Time period for completion as specified in the Tender shall be deemed to be the essence of the contract. For any delay beyond the stipulated time frame for completion of work, the Contractor shall have to pay compensation an amount equal to 1% (One Per Cent) or such any amount that may be decided by the Engineer-in-Charge or the appropriate authority of The WBSCARD Bank Ltd.

47. The Contractor/Selected Bidder shall have to make his own arrangement for water and electricity as required on the work during execution of the job.

48. All the consumable materials (unless mentioned in the Schedule) are to be supplied by the Contractor at his own arrangement and valid documents of IOC and authentic sources are to be submitted.

49. The Selected Bidder/Contractor will have to execute a formal Agreement, as per prescribed format available with the office of The WBSCARD Bank Ltd. on Non-Judicial Stamp Paper worth Rs.100/= (Rupees One Hundred) only within 7 (seven) working days from the date of issue of Work Order.

50. The Contractor or any of its Employees or relatives should not have a conflict of interest.

51. If it shall appear to the Engineer-in-Charge or from the report of authorised Technical Person that any work has been executed with unsound, imperfect or unskilful workmanship or with materials of any inferior description or that any materials or articles supplied by him for the execution of the work are unsound, the





same will be rectified forthwith or removed and reconstructed in a specified manner. Any failure in such cases, the E-I-C may cause to rectify or remove and re-execute the work.

52. All the materials for the proposed work shall be of specified grade and approved brand in conformity with the relevant code of practice (latest revision) & manufacture as well as PWD Schedule for specification and shall be procured and supplied by the Contractor at their own cost including all Taxes and incidental or transportation and all such overhead charges related thereto.

53. Notwithstanding anything contained in this Notice Inviting Tender, the other Terms and Conditions as laid down in the guideline of PWD, GOWB, will be binding upon all concerned.

#### **E. Eligibility criteria for participation for civil items of work under this NIT:**

- a) All intending Bidders shall have completed as a prime Agency during the last 5 (Five) years prior to the date of issue of this Tender Notice, at least one work of similar nature having a magnitude not below 40% (forty Per Cent) of the Estimated Amount put to this Notice Inviting e-Tender under the authority of State/Central Government, Undertaking/Statutory Bodies constituted under the statute of the State/Central Government. Completion/Experience Certificates should contain all specific required information in the Table prescribed in “**Experience Profile**” in **Form-III** under **Section - B** annexed herewith.
- b) In case of running works of Tender amount not less than as stated above, only those Bidders who will submit the Certificates of satisfactory running works from the concerned authority, will be eligible for the Tender. In the required Certificate, it should be clearly stated that at least 80% (Eighty Per Cent) of the work has been completed satisfactorily and also that no penal action has been initiated against the executing agency i.e. the Bidder.
- c) All categories of prospective Bidders shall have to submit valid up to date Professional Tax Receipt Challan, Trade Licence, GSTIN Registration Certificate and Income Tax Returns for the last 3 (Three) years ( only Income Tax deduction Statements are required ), PAN Card issued by the Income Tax Department, Voter ID Card & Aadhar Card in respect of the prospective bidder. (Reference: The Table prescribed at Sl. No. F-05-a-II detailed below).
- d) In case of Registered Unemployed Engineers’ Co-operative Societies and Registered Labour Co-operative Societies, besides documents mentioned in item (c) above, following documents should be submitted through e-filing:- Certificate of Registration and Certificate of Validity for Registration from the respective authority in the Co-operation Department.
- e) The Selected Bidder/ Contractor has to submit additional performance Security Deposit @ 5% (Five Per Cent) of the Total Tender Amount/ Tender Value put to the Tender in the form of Bank Guarantee or Draft from any scheduled Nationalised Bank which would be submitted at the time of receipt of the Work Order.

#### **F. Instructions to Bidders: -**

##### **SECTION-A**

##### **General Guidance for e-Tendering:**

Instructions / Guidelines for electronic submission of the Tenders Online have been annexed for assisting the contractors to participate in e-Tendering.

##### **1. Registration of Contractor:**





Any Contractor willing to take part in the process of e-Tendering will have to be enrolled and registered with the Government e-Procurement System, through logging on to the Portal <https://www.tenderwizard.com/eproc>. The Contractor is to click on the link for e-Tendering site as given on the Web Portal.

## 2. Digital Signature Certificate (DSC):

Each Contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of Tenders from the approved Service Provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause-A.1 above. DSC is given as a USB e-Token.

## 3. Search and Download:

The Contractor can search and download N.I.T. & Tender Document (s) electronically from Computer once he logs on to the Website mentioned in Clause-A.1 using the Digital Signature Certificate. This is the only mode of obtaining/collection of Tender documents. Search, view and download could be done as guest viewer.

## 4. Participation in one work as more than one bidder:

A prospective Bidder shall be allowed to participate in the job either in the capacity of individual or as a Partner of a Firm or Company or the Successor of such Firm or Contractor or as a Registered Unemployed Engineers' Co-operative Societies or a Registered Labour Co-operative Societies. If found to have applied severally, all his/her applications will be rejected for that job.

## 5. Submission of Tenders:

Tenders are to be submitted through online to the Website stated in Clause-A.1 in two folders at a time for each work, one in Technical Bid & the other is Financial Bid before the prescribed date and time using the Digital Signature Certificate (D.S.C.). The documents are to be uploaded in scanned copy duly Digitally signed. The documents will get encrypted (transformed into non-readable formats). **The rate will be quoted in the B.O.Q. / Price Schedule of Work in the specified place. Quoted rate will be encrypted in the B.O.Q. under Financial Bid. In case of quoting any rate other than in the specified place, is liable to be summarily rejected.**

### a. Technical Proposal/Bid:

The Technical Proposal/Bid should contain scanned copies of the following documents in two Covers (Folders).

#### I. Statutory Cover should contain the following documents which are enclosed herewith :-

| Sl. No. | Details of document to be properly filled up with authorised signature & seal and to be enclosed along with the Tender |
|---------|--|
| i)      | Prequalification Application (Sec-B, Form-I)---Prescribed Format should not be changed at all                          |
| ii)     | Affidavit "Y" (Sec B)---To be furnished in the Non- judicial Stamp Paper of appropriate value duly notarized           |
| iii)    | Structure and Organisation (Sec-B, Form-II)--- Prescribed Format should not be changed at all.                         |



|      |  |
|------|--|
| iv)  | Experience Profile (Sec-B, Form-III)---- Prescribed Format should not be changed at all. Copies of Completion certificates etc of different Govt./ Semi Govt. / Private companies shall have to be produced in support of experience for the last 5( five ) years .  |
| v)   | Payment of Earnest Money should be made through Demand Draft in favour of The WBSCARDB Ltd. which will be deposited before the last date of submission of the Bid or through RTGS/NEFT to the following Savings Account of The WBSCARDB Ltd.:-<br><b>The West Bengal State Co-operative Bank Ltd. Kolkata Main Branch, A/C No. 101005427736, IFSC WBSC0000001</b>  |
| vi)  | Tender documents should be downloaded properly and uploaded after putting signature on every page. The rate will be quoted in the B.O.Q. Quoted rate will be encrypted in the B.O.Q. under Financial Bid. There is no provision for quoting rate/any other information in the Tender Documents /NIT. In case of quoting any rate other than in the specified space, the Tender is liable to be summarily rejected. |
| vii) | The Tender papers will consist of NIT, Tender Documents, General Terms & Conditions of Contract and Schedule of Works with specification shown in the B.O.Q. downloaded properly and to be uploaded Digitally Signed in a separate folder.   |

## II. Non-Statutory Cover should contain the following documents:-

- Trade License from the respective Municipality/Panchayat/Municipal Corporation or any other competent Authority.
- Professional Tax Clearance Certificate / Professional Tax (PT) Deposit Receipt Challan for the Financial Year as applicable, PAN Card, GST related documents / GST Identification Number, Acknowledgement Receipt of I.T. Return for the last 3 (Three) Financial Years.
- Credentials of Experience for execution of similar nature of work as specified under any Govt./Govt. Undertaking /Cooperative Sector/Other Sectors.
- Registered/Partnership Deed in the case of Partnership Firm or relevant part of the Constitution in the case of Registered Company along with Power of Attorney.
- Valid Registration Certificate in the case of Firm/Unemployed Engineers' Cooperative Societies/Labour Cooperative Societies.
- Voter ID Card, Aadhaar Card if any, for any Contractor having individual ownership.

### The above stated non-statutory/technical documents should be arranged in the following manner:-

Click the Check Boxes beside the necessary documents in the My Document List and then click the tab 'Submit Non-Statutory Document' to send the selected documents to Non-Statutory Folder. Next click the tab "Click to Encrypt and upload" and then click the "Technical" Folder to upload the Technical Documents.

| Sl. No. | Category Name  | Sub-Category Name | Details of Document to be submitted  |
|---------|----------------|-------------------|--|
| i)      | Certificate(s) | Certificate(s)    | a) Professional Tax (PT) Deposit Receipt Challan for the Financial Year 2019-2020.<br>b) Copy of RTGS /NEFT Challan,<br>c) PAN Card and Acknowledgement Receipt of I.T. Return for the |





|      |                       |  |   |
|------|-----------------------|--|---|
|      |                       |  | last 3 (Three) Financial Years<br>d) GSTIN Registration Certificate.  |
| ii)  | Company Details       | Company Details-I  | a) Registration Certificate under Company Act, Memorandum of Association, Articles of Associations.<br>b) Trade License issued by Municipality/Panchayat/ Municipal Corporation or any other competent authority.<br>c) Registered Deed of Partnership Firm/Article of Association & Memorandum,<br>d) Registered Power of Attorney (For Partnership Firm / Private Limited Company).   |
|      |                       | Company Details-II   | i) Validity Clearance Certificate from A.R.C.S. are to be submitted by the Registered Labour Co-operative and Engineers Cooperative Societies.<br>ii) Resolution copy of Annual General Meeting (where power has been delegated to the Society Members on behalf of the respective Society to use Digital Signature Card), Registration Certificate/Bye Laws issued by the Co-operative Department to the respective Societies are to be submitted by the Registered Unemployed Engineers' Cooperative Societies and Registered Labour Cooperative Societies. |
| iii) | Credential            | Credential   | The prospective Bidders shall submit, attested photocopies/Original documents of credentials showing satisfactory completion of similar nature of work in a single work as stated in this NIT under Clause -E   |
| iv)  | Financial Information | Audit Report /Profit & Loss A/c and Balance Sheet (Last 3 years) | Registered Unemployed Engineers' Co-operative Societies and Registered Labour Co-operative Societies must furnish Audit Report audited by the Co-operative Department with Fees Challan.  |

**Note:**

1. Failure of submission of any of the above-mentioned documents will render the Tender liable to be rejected for both Statutory and Non-Statutory cover.
2. Any amendment issued shall be part of the Bidding documents and shall be communicated to the Bidders by posting the same on the website <https://www.tenderwizard.com/eproc>. It shall be the Bidders responsibility to keep himself updated of all possible amendments or clarifications to the bid document.
3. To give prospective Bidders reasonable time to take an amendment into account in preparing their Bids, The WBSCARDB Ltd. authority may at its own discretion extend the deadline for the submission of Bids.
4. A CERTIFICATE (attached at the end of the Tender documentation) is to be submitted by the Bidder in the Letter Head duly signed by the authorised signatory with seal.

**III. Tender Evaluation:-.**

i) Opening & Evaluation of Tender:-

If any Contractor is exempted from payment of EMD, copy of relevant Government Order need be furnished.

ii) Opening of Technical Proposal/Bid:-



Technical Proposal/Bid will be opened by The WBSCARDB Ltd and his authorised representatives electronically from the Website stated using their Digital Signature Certificate.

iii) Cover (Folder) for Statutory Documents should be opened first & if found in order, Cover (Folder) for Non-Statutory Documents will then be opened. If there is any deficiency in the Statutory Documents, the Tender will summarily be rejected.

iv) Decrypted (transformed into readable format) documents of the Non-Statutory Cover will be downloaded & handed over to the Tender Evaluation Committee.

v) Summary List of Technically Qualified Bidders will be uploaded online as well as summary list of the qualified Bidders with respect to Financial Bids will also be uploaded online subsequently as per time Schedule mentioned above ,

vi) Pursuant to scrutiny & decision of the appropriate authority of the Bank, the Summery List of eligible Tenders & the Serial Numbers of their proposals will be considered for uploading in the web portals.

vii) During evaluation the appropriate authority of the Bank may summon of the Bidders & seek clarifications/information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

#### **IV. Financial Proposal:-**

The Financial Proposal should contain the documents as have already been mentioned in one Cover (Folder) i.e. Bill of Quantities (BOQ). The Contractor is to quote the rate (Percentage Above/Below/At Par) online through Computer in the space marked for quoting rate in the BOQ.

#### **V. Special Terms & Conditions for Machineries, Tools and Plants: -**

The Contractor/Selected Bidder shall have to furnish the list of Tools, Plant and Machineries with respect to execution of the proposed work with reference to the Table prescribed under Form – IV “CONTRACTORS EQUIPMENTS/DEPLOYMENT OF MACHINERIES” annexed herewith. All Plants, Machineries and Equipments would be verified by the competent authority of The WBSCARD Bank Ltd. before execution of work.

**G. SAFETY CODE:** The Prospective /Selected Contractor must have to adopt all kinds of safety measures for his Workmen/ Labourer at the site of construction during execution of the Work. Also, the selected Bidder shall have to keep constant vigil/attention so that any kind of accidental hazards do not occur during execution of work to any Visitor/Official attending at the site of Construction. All facilities/amenities to be provided to the Workmen/ Labourer during execution of work at his own cost.

Interested and intending Bidders are welcome to participate in this Bid invited by the authority of The West Bengal State Co-operative Agriculture & Rural Development Bank Ltd.

  
MANAGING DIRECTOR  
The WBSCARD Bank Ltd.

Managing Director  
The WBSCARD Bank Ltd.





**ABSTRACT OF ESTIMATED COST IN TERMS OF B.O. Q./ Priced Schedule of Work**

| Sl. No.                                     | Name of the Work with Location  | Estimated Amount put to Tender (Tender Value) (Rs.)   | Total Estimated Amount put to Tender (i.e. Basic Value of Estimate + GST+ Labour Welfare Cess ) as indicated in the previous column --- Total Work Value / Total Cost Involvement (Rs.) | Remarks   |
|---|---|---|---|---|
| 01.   | Construction of new Canteen at the Ground Floor of the Regional Institute of Co-operative Management for Agriculture & Rural Development (RICMARD) —<br>a G+4 storied Building of The West Bengal State Co-operative Agriculture & Rural Development Bank Ltd. (The WBSCARD Bank Ltd.) located at 3, Sarat Bose Road, Hakimpara, P.O Siliguri, Dist. - Darjeeling, Pin-734001 | <b>Total Estimated Cost (Basic Value)</b><br>Construction of new Canteen at the Ground Floor :-<br><b>3,26,215.00</b><br><b>(i) Add CGST &amp; SGST @18% on the above</b><br>Total Estimated Cost =<br><b>58,718.70</b><br><b>(ii) Add for Labour Welfare Cess @ 1% on (Basic Estimated Value + GST as above)</b><br>=<br><b>3,849.34</b><br><br><b>Total Estimated Cost put to Tender (Tender Value) =</b><br><b>3,88,783.04</b><br>Rounded off to.<br><b>3,88,783/-</b> | <b>7,776/-</b>  | Please refer current PWD Schedule of Rates (Buildings & Sanitary Plumbing) Govt. of West Bengal for description of items of work including Rates put to Tender for any clarification.<br>NIT, Tender documents and General Terms & Conditions of Contract to be downloaded properly and to be uploaded digitally duly signed in a separate folder as already mentioned. The Rate will quoted below the B.O.Q./ Price Schedule in the specified space provided and to be encrypted in the Financial Bid. In case of quoting any rate without specified space is liable to be summarily rejected. |
| <b>Total Estimated Amount put to Tender</b> |   |   | <b>Rs. 3,88,783/-</b>   |   |



**PRICE SCHEDULE**

**(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)**

| NUMBER # | TEXT #   | NUMBER # | TEXT # | NUMBER                  | NUMBER #                            | NUMBER #                | TEXT #  |
|----------|--|----------|--------|-------------------------|-------------------------------------|-------------------------|---|
| Sl. No.  | Item Description   | Quantity | Units  | Estimated Rate in Rs. P | TOTAL AMOUNT Without Taxes in Rs. P | TOTAL AMOUNT With Taxes | TOTAL AMOUNT In Words   |
| 1        | Surface Dressing of the ground in any kind of soil including removing vegetation inequalities not exceeding 15 cm depth and disposal of the rubbish within a lead upto 75 m as directed.   | 150.000  | Sq.M.  | 10.00                   | 1500.00                             | 1770.00                 | INR One Thousand Seven Hundred Seventy Only                     |
| 2        | (b) Anti-termite treatment to the outside of foundation with chemical emulsion by admixing chloropyrofos emulsifiable concentrate (1% concentration) with water by weight, drilling 12mm. dia holes in concrete or masonry apron at an interval of 300mm. to a depth, of 300mm or more as close to the plinth wall as possible and the chemical emulsion pumped into those holes to soak the soil below at a rate of 2.25 litres per linear metre complete as per specification laid down in para 4.3.1.1 of Code I.S.-6313 (Part-III)-1981. | 25.000   | Mtr    | 83.00                   | 2075.00                             | 2448.50                 | INR Two Thousand Four Hundred Forty Eight and Paise Fifty Only  |
| 3        | Dismantling all types of masonry excepting cement concrete plain or reinforced, stacking serviceable materials at site and removing rubbish as directed within a lead of 75 m.<br>a) In ground floor including roof.   | 2.000    | Cu. m. | 447.00                  | 894.00                              | 1054.92                 | INR One Thousand Fifty Four and Paise Ninety Two Only           |
| 4        | Dismantling all types of plain cement concrete works, stacking service-able materials at site and removing rubbish as directed within a lead of 75 m.<br>In ground floor including roof<br>(a) upto 150 mm. Thick  | 3.000    | Cu. m. | 939.00                  | 2817.00                             | 3324.06                 | INR Three Thousand Three Hundred Twenty Four and Paise Six Only |
| 5        | Dismantling R.C. floor, roof, beams etc. including cutting rods and removing rubbish as directed within a lead of 75 m. including stacking of steel bars.<br>(a) In ground floor including roof.   | 1.000    | Cu. m. | 1956.00                 | 1956.00                             | 2308.08                 | INR Two Thousand Three Hundred Eight and Paise Eight Only       |
| 6        | Taking out carefully G.C.I. or C.I. or asbestos sheets (including ridges etc.) from roof or wall after unscrewing  | 10.000   | Sq.M.  | 41.00                   | 410.00                              | 483.80                  | INR Four Hundred Eighty Three and Paise Eighty Only             |



|     |   |        |        |          |          |          |   |
|-----|---|--------|--------|----------|----------|----------|---|
|     | bolts, nuts, screws etc. and stacking the material at site as directed.   |        |        |          |          |          |   |
| 7.  | Stripping off worn out plaster and raking out joints of walls, ceilings etc. upto any height and in any floor including removing rubbish within a lead of 75m as directed.  | 20.000 | Sq.M.  | 19.00    | 380.00   | 448.40   | INR Four Hundred Forty Eight and Paise Forty Only                       |
| 8.  | 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   | 10.000 | Cu. m. | 166.00   | 1660.00  | 1958.80  | INR One Thousand Nine Hundred Fifty Eight and Paise Eighty Only         |
| 9.  | Brick work with 1st class bricks in cement mortar (1:4) (b) In superstructure, ground floor   | 1.500  | Cu. m. | 5119.00  | 7678.50  | 9060.63  | INR Nine Thousand Sixty and Paise Sixty Three Only                      |
| 10. | 125 mm. thick brick work with 1st class bricks in cement mortar (1:3) in ground floor.  | 35.000 | Sq.M.  | 774.00   | 27090.00 | 31966.20 | INR Thirty One Thousand Nine Hundred Sixty Six and Paise Twenty Only    |
| 11. | Ordinary Cement concrete (mix 1:2:4) with graded stone chips (6mm nominal size) excluding shuttering and reinforcement, if any, in ground floor as per relevant IS codes. Pakur variety   | 2.200  | Cu. m. | 5170.00  | 11374.00 | 13421.32 | INR Thirteen Thousand Four Hundred Twenty One and Paise Thirty Two Only |
| 12. | R.C. shelves (1:1.5:3) either precast or cast in situ with stone chips and necessary reinforcement upto 1% (0.8% main and 0.2% distribution bars), shuttering etc. and 10 mm. Thick cement plaster (1:4) including neat cement finishing and cutting chase fitting and fixing in position, mending good damages as necessary complete. In ground floor (a) 50 mm. Thick panels II. Other than SAIL/ TATA/ RINL  | 12.000 | Sq.M   | 1125.00  | 13500.00 | 15930.00 | INR Fifteen Thousand Nine Hundred Thirty Only                           |
| 13. | Hire and labour charges for shuttering with centering and necessary staging upto 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) (c) Steel shuttering or 9 to 12 mm thick approved quality ply board shuttering in any concrete work | 15.000 | Sq.M   | 363.00   | 5445.00  | 6425.10  | INR Six Thousand Four Hundred Twenty Five and Paise Ten Only            |
| 14. | Reinforcement for reinforced concrete work in all sorts of structures including distribution bars, stirrups, binders etc initial straightening and removal of   | .075   | MT     | 62542.00 | 4690.65  | 5534.97  | INR Five Thousand Five Hundred Thirty Four and Paise Ninety Seven Only  |



|     |   |        |      |         |          |          |   |
|-----|---|--------|------|---------|----------|----------|---|
|     | 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.<br>(a) For works in foundation and upto roof of ground floor / upto 4 m<br>II. Other than<br>SAIL/ TATA/ RINL  |        |      |         |          |          |   |
| 15. | Extra rate for using water proofing and plasticising admixture @ 0.2% by weight of cement (or at manufacturer's specified rate) for concrete of various grades.   | 5.000  | Kg   | 119.00  | 595.00   | 702.10   | INR Seven Hundred Two and Paisa Ten Only                                      |
| 16. | Supplying, fitting and fixing Black Stone slab used in Kitchen slab, alcove, wardrobe etc. laid and jointed with necessary adhesive Cement mortar (1:2) including grinding or polishing as per direction of Engineer-in-Charge in Ground Floor.<br>(b) Slab Thickness above 25 mm and upto 37.5 mm  | 12.000 | Sq.M | 713.00  | 8556.00  | 10096.08 | INR Ten Thousand Ninety Six and Paisa Eight Only                              |
| 17. | Supplying and laying true to line and level vitrified tiles of approved brand (size not less than 600 mm X 600 mm X 10 mm thick) in floor, skirting etc. set in 20 mm sand cement mortar (1:4) and 2 mm thick cement slurry back side of tiles using cement @ 2.91Kg./sq.M. or using polymerised adhesive (6 mm thick layer applied directly over finished artificial stone floor/Mosaic etc without any backing course) laid after application slurry using 1.75 Kg of cement per sqM below mortar only, joints grouted with admixture of white cement and colouring pigment to match with colour of tiles / epoxy grout materials of approved make as directed and removal of wax coating of top surface of tiles with warm water and polishing the tiles using soft and dry cloth upto mirror finish complete including the cost of materials, labour and all other incidental charges complete true to the manufacturer's specification and direction of Engineer-in-Charge. (White cement, synthetic adhesive and grout material to be supplied by the contractor.<br>(B) Light Colour | 32.000 | Sq.M | 1684.00 | 53888.00 | 63587.84 | INR Sixty Three Thousand Five Hundred Eighty Seven and Paisa Eighty Four Only |
| 18. | Supplying, fitting & fixing 1st quality Ceramic tiles in walls and floors to match with the existing work & 4 nos. of key stones (10mm) fixed with  | 25.000 | Sq.M | 741.00  | 18525.00 | 21859.50 | INR Twenty One Thousand Eight Hundred Fifty Nine and Paisa Fifty Only         |





|     |   |        |       |          |          |          |   |
|-----|---|--------|-------|----------|----------|----------|---|
|     | <p>araldite at the back of each tile &amp; finishing the joints with white cement mixed with colouring oxide if required to match the colour of tiles including roughening of concrete surface, if necessary or by synthetic adhesive &amp; grout materials etc.</p> <p>(B) Wall<br/>With Sand Cement Mortar (1:3) 15 mm thick &amp; 2 mm thick cement slurry at back side of tiles using cement @ 2.91 Kg/Sq.m &amp; joint filling using white cement slurry @ 0.20kg/Sq.m.</p> <p>(a) Area of each tile upto 0.09 Sq.m<br/>(i) Coloured decorative</p>                        |        |       |          |          |          |   |
| 19. | <p>Supplying, fitting &amp; fixing Zn-Al alloy (55% Al &amp; 45% Zn) coating of 150 grams per sq. metre (followed by colour coated on both side) steel sheet work having minimum yield strength of 550 Mpa of trapezoidal profile of approved make (excluding the supporting frame work) fitted and fixed with 55 mm &amp; 25 mm self tapping screw, EPDM Washer 16 mm dia &amp; 3 mm th. washer etc. complete with 150 mm end lap and one corrugation minimum side lap. (Payment to be made on area of finished work).</p> <p>(i) In Roof:-<br/>a) With 0.5 mm thick sheet</p> | 30.000 | Sq.M. | 896.00   | 26880.00 | 31718.40 | INR Thirty One Thousand Seven Hundred Eighteen and Paise Forty Only         |
| 20. | <p>Fitting and fixing old pieces of asbestos, G.C.I. or C.I. sheets or plain sheets including closing old holes with washers and sheet-bolts and nuts, etc. and including fixing the same to supporting frame with necessary hook-bolts, washers, putty etc. (excluding cost of sheets). (Payment to be made on area of finished work.)</p> <p>(i) With about half old and half new fittings, including the cost of new fittings.</p> <p>(a) In roof</p>  | 15.000 | Sq.M. | 69.00    | 1035.00  | 1221.30  | INR One Thousand Two Hundred Twenty One and Paise Thirty Only               |
| 21. | <p>M.S. structural works with hollow sections (square or rectangular shape) conforming to IS: 806-1968 &amp; IS-1161-1998) connected to one another with bracket, gusset, cleat as per design, drawing &amp; direction of Engineer-in-Charge complete including cutting to requisite shape &amp; size, fabrication including metal arc welding conforming to IS: 816-1969 &amp; IS: 9595 using electrodes of approved make and brand conforming to IS.814- 2004, haulage, hoisting and erection all complete.<br/>The rate includes the cost of</p>                             | 0.700  | MT    | 74284.00 | 51998.80 | 61358.58 | INR Sixty One Thousand Three Hundred Fifty Eight and Paise Fifty Eight Only |



|     |   |       |       |          |          |          |  |
|-----|---|-------|-------|----------|----------|----------|--|
|     | <p>all M.S. Hollow section, all consumables such as electrodes, gas and hire charges of all tools and plants and labour required for execution and all incidental chages (such as electricity, labour insurance) etc. complete.</p> <p>Payment to be made on the basis of calculated weight of structural memebtrs of MS Holow Section as specified in relevent IS code in finished work. Payment for gusset, bracket, cleat may be made by adding the actual weight of such items with weight of finished structural members. The rates are considered for a hight of erection 8 m. / 2nd floor level from the ground. Add 1.5 % extra over the rate for each additional floor or 4m. beyond the initial 8 m. or part thereof.</p> <p>i) For roof truss works<br/>a) Span up to 12 Mtr</p> |       |       |          |          |          |  |
| 22. | <p>(a) M.S or W.I. Ornamental grill of approved design joints continuously welded with M.S, W.I. Flats and bars of windows, railing etc. fitted and fixed with necessary screws and lugs in ground floor.</p> <p>(ii) Grill weighing above 16 Kg./sq.mtr and above</p>  | 2.000 | Qntl. | 9888.00  | 19776.00 | 23335.68 | INR Twenty Three Thousand Three Hundred Thirty Five and Paisa Sixty Eight Only |
| 23. | <p>M.S. gate of Jail type as per approved design made of strong M.S. frame work, intermediate stiffeners and round / square bars or angles. M.S. sheet (not less than 14 gauge) gussets, cleats etc. including necessary riveting, bolting, welding, locking and hanging arrangements, fitting and fixing complete as per direction of the Engineer-in - charge.</p> <p>In ground floor.</p>  | 1.000 | Qntl. | 10099.00 | 10099.00 | 11916.82 | INR Eleven Thousand Nine Hundred Sixteen and Paisa Eighty Two Only             |
| 24. | <p>Locking arrangement for Jail type doors including supplying fitting and fixing in position complete as per approved design.</p>  | 3.000 | Kg    | 409.00   | 1227.00  | 1447.86  | INR One Thousand Four Hundred Forty Seven and Paisa Eighty Six Only            |
| 25. | <p>Collapsible gate with 40mm x 40mm x 6mm Tee as top and bottom guide rail, 20mm x 10mm x 2mm vertical channels 100mm apart in fully stretched position 20mm x 5mm M.S. flats as collapsible bracings properly riveted and washered including 38mm steel rollers including locking arrangements, fitted and fixed in position with lugs set in cement concrete and including cutting necessary holes, chasing etc. in walls, floors etc. and making good damages complete.</p>   | 4.200 | Sq.M. | 4351.00  | 18274.20 | 21563.56 | INR Twenty One Thousand Five Hundred Sixty Three and Paisa Fifty Six Only      |





|     |   |        |       |        |          |          |  |
|-----|---|--------|-------|--------|----------|----------|--|
| 26. | Supplying, fitting & fixing of 2-Track / 3-Track Aluminium sliding Window of all Aluminium sections viz. window frame (top, bottom & side frame), shutter (top, bottom, side & interlock member) made of aluminium alloy extrusions conforming to IS 733-1983 & IS 1285-1975, anodised conforming to IS 1868-1983, fitted with all other accessories viz. PVC roller, EPDM gasket, maruti lock, screws etc. including labour charges for fitting & fixing of aluminium 2-track / 3-track sliding window with fixing of glass (excluding cost of glass) all complete as per architectural drawings and direction of Engineer-in-charge. 10-12 Micron thickness Anodizing film Natural white<br>For 2-Track window :<br>Members for Bottom frame @ 0.875 Kg per Mtr. and for Top and Side frame @ 0.778 Kg per Mtr. and for shutter Bottom and Top member @ 0.472 Kg per Mtr., Style side member @ 0.493 Kg per Mtr. and Interlock member @ 0.612 Kg per Mtr. | 25.680 | Kg    | 448.00 | 11504.64 | 13575.48 | INR Thirteen Thousand Five Hundred Seventy Five and Paise Forty Eight Only |
| 27. | Supplying bubble free float glass of approved make and brand conforming to IS: 2835-1987.<br>i) 4mm thick clear glass.  | 5.200  | Sq.M  | 398.00 | 2069.60  | 2442.13  | INR Two Thousand Four Hundred Forty Two and Paise Thirteen Only            |
| 28. | 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]<br>(ii) With 1:4 cement mortar<br>(a) 20 mm thick plaster  | 65.000 | Sq.M. | 177.00 | 11505.00 | 13575.90 | INR Thirteen Thousand Five Hundred Seventy Five and Paise Ninety Only      |
| 29. | Applying Interior grade Acrylic Primer of approved quality and brand on plastered or concrete surface old or new surface to receive Distemper/ Acrylic emulsion paint including scraping and preparing the surface thoroughly. complete as per manufacturer's specification and as per direction of the EIC. (In Ground Floor)<br>(a) One Coat<br>i) Water based interior grade Acrylic Primer  | 60.000 | Sq.M. | 30.80  | 1848.00  | 2180.64  | INR Two Thousand One Hundred Eighty and Paise Sixty Four Only              |
| 30. | Applying Exterior grade Acrylic primer of approved quality and brand on plastered or concrete surface old or new surface to receive decorative textured (matt finish) or smooth finish acrylic exterior   | 60.000 | Sq.M. | 31.40  | 1884.00  | 2223.12  | INR Two Thousand Two Hundred Twenty Three and Paise Twelve Only            |



|                               |  |        |               |       |                    |                    |   |
|-------------------------------|--|--------|---------------|-------|--------------------|--------------------|---|
|                               | emulsion paint including scraping and preparing the surface thoroughly, complete as per manufacturer's specification and as per direction of the EIC.<br>In Ground Floor:<br>(a) One Coat  |        |               |       |                    |                    |   |
| 31.                           | Protective and Decorative Acrylic exterior emulsion paint of approved quality, as per manufacturer's specification and as per direction of Engineer-in-Charge to be applied over acrylic primer as required. The rate includes cost of material, labour, scaffolding and all incidental charges but excluding the cost of primer. In Ground floor (Two Coat)<br>a) Normal Acrylic Emulsion | 60.000 | Sq.M.         | 67.00 | 4020.00            | 4743.60            | INR Four Thousand Seven Hundred Forty Three and Paise Sixty Only  |
| 32.                           | (a) Priming one coat on steel or other metal surface with synthetic oil bound primer of approved quality including smoothening surfaces by sand papering etc.  | 10.000 | Sq.M          | 29.00 | 290.00             | 342.20             | INR Three Hundred Forty Two and Paise Twenty Only                 |
| 33.                           | (A) Painting with best quality synthetic enamel paint of approved make and brand including smoothening surface by sand papering etc. including using of approved putty etc. on the surface, if necessary:<br>(b) On steel or other metal surface :<br>With other than hi-gloss of approved quality-<br>(iv) Two coats (with any shade except white)  | 10.000 | Sq.M          | 77.00 | 770.00             | 908.60             | Nine Hundred Eight and Paise Sixty Only                           |
| <b>Total in Figures</b>       | <b>Rupees Three Lakh Twenty Six Thousand Two Hundred Fifteen</b>   |        |               |       | <b>3,26,215.00</b> | <b>3,84,934.00</b> | INR Three Lakh Eighty Four Thousand Nine Hundred Thirty Four Only |
| <b>Quoted Rate in Figures</b> |  |        | <b>Select</b> |       | <b>0.000</b>       | <b>0.000</b>       | INR Zero Only   |
| <b>Quoted Rate in Words</b>   |  |        |               |       |                    |                    |   |





**SECTION – B**

**FORM – I**

**PRE-QUALIFICATION APPLICATION**

To  
The Managing Director,  
The West Bengal State Co-operative Agriculture & Rural  
Development Bank Ltd.,  
ICMARD Building, 6<sup>th</sup> Floor, 14/2, CIT Scheme- VIII (M),  
Kolkata-700 067.

**Ref:-**

**Sub. Tender for Construction of new Canteen at the Ground Floor of the Regional Institute of Co- operative Management for Agriculture & Rural Development (RICMARD) - a G+4 storied Building of The West Bengal State Co-operative Agriculture & Rural Development Bank Ltd. (The WBSCARD Bank Ltd.) located at 3, Sarat Bose Road, Hakimpura ,P.O Siliguri, Dist. – Darjeeling , Pin-734001**

Dear Sir,

Having examined the Statutory, Non-Statutory, Instruction to Bidders & NIT Documents, I / We hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of .....in the capacity .....duly authorised to submit the Order.

The necessary evidence admissible by Law in respect of authority assigned to us on behalf of the group of Firms for Application and for completion of the contract documents are attached herewith.

I/We are interested in bidding for the work(s) given in Enclosure to this letter.

I/We understand that:-

- (1) Tender Inviting & Accepting Authority / Engineer-in-Charge can amend the Scope &Value of the Contract Bid under this project.
- (2) Tender Inviting & Accepting Authority / Engineer-in-Charge reserves the right to reject any application without assigning any reason.

**Enclosure(s): e-Filling:-**

- (1) Statutory Documents.
- (2) Non-Statutory Documents.

**Signature of Applicant including Title and Capacity  
in which the application is made**

**DATE:** \_\_\_\_\_



**SECTION - B**

**AFFIDAVIT - "Y"**

(To be furnished in the Non- Judicial Stamp Paper of appropriate value duly notarized)

- i) I/We, the undersigned do certify that all the statements made in the attached documents are true and correct. In case of any information submitted is proved to be false, or concealed; the application may be rejected and No-Objection /Claim will be raised by the undersigned.
- ii) The undersigned also hereby certifies that neither our Firm M/s \_\_\_\_\_ nor any of Constituent Partner had been debarred to participate in the Tender by the Government or any other Statutory Department during the last 5 (Five) years prior to the date of this NIT.
- iii) The undersigned would authorise and request any Bank, Person, Firm or Corporation to furnish pertinent information as deemed necessary and /or as requested by the Department to verify the statement.
- iv) The undersigned understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.
- v) Certified that, I/We have applied in the Tender in the capacity of Individual/ as a Partner of a Firm and I have not applied severally for the same job.
- vi) Certified that, I/We have applied in the Tender in the capacity of Individual/ as a Partner of a Firm and I/We have applied for the works under this NIT restricted to maximum works stipulated in the Scope of Works (i.e. in the column of "Name of Work").

\_\_\_\_\_  
**Signed by an authorised Officer of the Firm**

**Title of the Officer**

\_\_\_\_\_  
**Name of the Firm with Seal**

**Date** \_\_\_\_\_





**SECTION - B**

**FORM -II**

**STRUCTURE AND ORGANISATION**

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1) Name of Applicant :

2) Office Address :

Telephone No. :

Fax No. :

E-Mail ID No. :

3) Name and Address of Banker :

4) Attach an Organisation Chart showing the infrastructure of the Company with names of the key personnel and Technical Staff with their Bio-data

*Note : Application covers Proprietary Firm, Partnership, Limited Company or Corporation.*

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**Signature of Applicant**  
**including Title and Capacity in which Application is made**

DATE: \_\_\_\_\_



**SECTION – B**

**FORM –III**

**EXPERIENCE PROFILE**

**Name of the Firm(s) :** -----

**List of Projects completed that are similar in nature to the works having not less than 40% (Forty Per Cent) of the Project Cost executed during the last 5 (Five) years.**

| Name of Employer | Name, Location & nature of work | Name of Consulting Engineer responsible for supervision | Contract Price in Indian Rs. | Percentage of participation of company | Original date of start of work | Original date of completion of work | Actual date of starting the work | Actual date of completion of work | Reasons for delay in completion (if any) |
|------------------|---------------------------------|---|------------------------------|--|--------------------------------|-------------------------------------|----------------------------------|-----------------------------------|--|
|                  |                                 |   |                              |  |                                |                                     |                                  |                                   |  |

**Note:**

- 1) Certificate from the Employers to be attached.
- 2) Non-disclosure of any information in the Schedule will result in disqualification of the Firm.

\_\_\_\_\_  
**Signature of Applicant**  
**including Title and Capacity in which Application is made**  
**DATE :**





## CERTIFICATE

( To be submitted by the Bidder in the Letter Head duly signed by the authorised signatory with seal )

I/We have inspected the site of works and have made me/us fully acquainted with the local condition in and around the site of works. I /we shall be bound to abide by the terms & conditions, as laid down in this e-Notice Inviting Tender, Special Terms & Conditions and specifications, specified Priced Schedule of Works and as also General / Terms & conditions / instructions, Clauses etc. during execution of the above works. I/We have gone through the current PWD Schedule of Rates, PWD General Specifications in force in the PWD Schedule, Govt. of W.B. I/we shall also uniformly maintain such progress with the works as may be directed by the Engineer-in-Charge of the work to ensure satisfactory completion of the same within the target date stipulated in the Tender.

**Date:**

**Signature of the Tenderer / Bidder with Seal**

