



**West Bengal Zoo Authority  
Office of The Director  
North Bengal Wild Animals Park,**

5<sup>th</sup> Mile, Sevoke Road, Salugara, Siliguri-734008 (W.B.)

Email Id: - [dirnbwap@gmail.com](mailto:dirnbwap@gmail.com)

**Memo No. 93/NIT No. 03/NBWAP/2022-23**

**Dated, Siliguri, the: 26/04/2022**

**NOTICE INVITING TENDER**

Notice Inviting Tender No. 03/NORTH BENGAL WILD ANIMALS PARK /2022-23 of The Director, North Bengal Wild Animals Park, Siliguri invites tender in sealed applications from reputed and experienced agency/firm/company etc having entitlement for similar nature of works at NBWAP, Siliguri.

**SUBMISSION OF BID THROUGH OFFLINE.**

The eligible and interested agency/firm/company etc may collect the tender form/ application from office of the Director, North Bengal Wild Animals Park, Siliguri by paying non-refundable fees of Rs. 1000/- (Rupees One Thousand only) for each project by way of Demand Draft/Cheque favoring Director, NBWAP, Siliguri

The documents submitted without the prescribed fee shall be rejected. The duly filled in application in prescribed format along with all supporting documents as well as Earnest Money in the form of Demand Draft in favour of Director, NBWAP, Siliguri shall be sealed in a cover and submitted to the office of the Director, NBWAP, Siliguri as per the time schedule given below.

**A. List of works:**

Sl. No.	Description of work	Amount put to Tender(In Rs.)	Earnest Money @ 2 %	Cost of ender document	Period of completion in days
3A	Various Miscellaneous Work of Butterfly Garden at NBWAP	4,60,585/-	9,212/-	1000/-	30
3B	Repairing of gate at Butterfly Garden in NBWAP	4,93,338/-	9,867/-	1000/-	30
3C	Supplying, Fitting and Fixing Big Foot Adventures Sports at NBWAP	4,74,171/-	9,483/-	1000/-	15

**B. Date and Time Schedule :**

Sl no	Particulars	Start/End	Date and time
1	Date of Publication of Tender Notice in Newspaper and Official Website		27/04/2022
2	Date of Collection of Tender form/application from NBWAP	Start	27/04/2022 (11:00AM)
		End	06/05/2022 (2:00PM)
3	Date of Submission of sealed Tender with all supporting documents and EMD	Start	27/04/2022
		End	06/05/2022 (5:00PM)
4	Date of opening of Tender.		10/05/2022

In case of any unscheduled holiday or bundh or natural calamity on the aforementioned dates, next working day will be treated as scheduled/prescribed date for the same purpose.

## **TERMS & CONDITIONS**

- 1) **A Tenderer shall quote rates in figures as well as in words at** shown in the specification schedule of works/BOQ for the project. The price can be quoted in INR only. The particulars of works may be enquired from the office of the NBWAP, Siliguri.
- 2) Respective earnest money (Bid Security) as mentioned against each project should be deposited in the form of Bank Draft or any instrument in any nationalized bank pledged to Director, NBWAP, Siliguri and the original challan/instrument must be attached with the tender failing which the tender shall be summarily rejected.
- 3) The rate quoted must be written legibly in English and any correction must be initialed by the tenderer. No tender with erasing or overwriting will be accepted.
- 4) No conditional rate will be considered. The Estimated amount is inclusive of all taxes.
- 5) The rate quoted has to be FOR DESTINATION.
- 6) The works shown in the tender schedule will be taken up only on availability of fund and Govt. Sanction. The undersigned does not guarantee of taking up of any or all works and no compensation will be payable to the tenderer for work in question, if not taken up due to any reason whatsoever.
- 7) The tender will be opened by the Director, NBWAP, Siliguri or his representative at the place and time as notified in the tender notice as well as in office notice board.
- 8) The final acceptance of the tender is subject to the approval of the Director, NBWAP, Siliguri.
- 9) The Director, NBWAP, Siliguri can accept any tender either wholly or for one or more ingredients only.
- 10) The successful tenderer shall have to execute an Agreement of contract before issuance of work/supply order.
- 11) Quoting merely the lowest price does not confer any right to any bidder for award of work order. The NBWAP reserves the right to select any bid on the grounds of quality, offer of additional/special features, compatibility etc.
- 12) The NBWAP also reserves the right to reject any bids with sub-standard products even if they are found to be lowest

### **13) Eligibility criteria for participation in the tender :**

- a. The prospective tenders as a primary bonafide, resourceful contractor/Firm/organization/ Agencies having entitlement for construction/supply works and having credential for similar nature work of value not less than 40% of the amount put to the tender under the state Government or its undertaking or the Central Government or its undertaking or any Statutory Body constituted under the stature of Central/State Govt. during the last 3 (Three) years from the date of issue of the Notice.

OR

Two completed work of similar nature of value not less than 30% of the amount put to the tender under the state Government or its undertaking or the Central Government or its undertaking or any Statutory Body constituted under the stature of Central/State Govt. during the last 3 (Three) years from the date of issue of the Notice.

- b. All prospective tenderer shall submit valid Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan for the latest Assessment year, PAN Card, GST Registration Certificate, Voter card, Trade license (valid) .
- c. Joint venture will not be accepted.
- d. All prospective tenderer shall be allowed to participate in the work either in the capacity of individual or as a partner of a firm. If the prospective tenderer is found to have applied severally in a single work, all his application for that work will be rejected.
- e. All prospective tenderer shall be allowed to participate in one or more than one of the above mentioned works in this notice.
- f. No conditional/ incomplete tenders will be accepted under any circumstances.
- g. It shall be the responsibility on each bidder to fully inform /acquaint / familiarize itself with local conditions and factors, which may have any effect on the execution of services to be rendered under the contract. All bidder (s) intending to bid shall visit and make themselves thoroughly acquainted with the local site conditions.
- h. NBWAP shall presume that the bidder has understood and agreed that all the relevant factors have been kept in view while submitting the bid. No financial adjustment arising thereof shall be permitted by NBWAP, on the basis of any non- clarity of information about local conditions being pleaded by the bidder.
- i. Further, no claim for financial adjustment being made by the contract awarded on this tender document will be entertained by NBWAP.

#### 14) Security deposit-

EMD submitted by successful bidder shall be converted as part of the security deposit. Remaining part of the Security Deposit of the accepted tender value will be adjusted from the bill of the contractor. No interest will be paid on Security Deposit (SD) by the authority.

a) Additional Performance Security (APS) - As per Finance Deptt. Govt of West Bengal order no 4608-F(Y) dated 18.07.2018 , If the bid value becomes 80% or less of the estimated value put to tender, APS shall have to be submitted @ 10 % of the tendered amount in the form of Bank Guarantee from any scheduled bank in favor of Director, NBWAP, Siliguri before issuance of the work/supply order. If the bidder fails to submit the APS within seven days, his earnest money shall be forfeited. The bank guarantee shall have to be valid upto end of contract period and shall be renewed if required.

b) This security deposit will be released to the contractor after 12 (twelve) months from the last date of completion of work for the project, if no defect is noticed within this period. In case of any defect, the security deposit will be forfeited, in addition to any legal action as deemed fit & required.

c) No interest will be paid on security deposit.

15) Tenderers may inspect the site of the supply works will be done.

16) All the Supply are to be carried out according to the specification of BOQ and estimates or Supply subject to the modification if any made by the undersigned or his authorized representative.

- 17) The undersigned reserves the right to increase or decrease the volume of any item or works to the extent of 25% and to add new item of works or withdraw any items of works at his discretion at any stage of the execution of the works.
- 18) No running payment will be made in respect of the said work.
- 19) No mobilization/secured advance will be allowed.
- 20) Materials will have to be procured by the tenderer by themselves following the standard & specifications of PWD/PHE schedule of district, subject to the approval of the undersigned or his authorized officers.
- 21) Royalty for any materials if obtained from forest area will have to be paid by the contractor and as such it should be included in the rates quoted. All items of works are finished items and as such cost of Carriage of materials should also be included in the rates. No extra payment will be made on this account if the working of items do not specify the terms clearly.
- 22) All tools and plants required for execution of the works should be owned by the tenderer in his name/company or hired at his own cost.
- 23) The earnest money of all unsuccessful bidders/agencies will be released only on receipt of application but not before issuance of work order to successful (L1) bidder and on completion of execution of an agreement in the prescribed form with successful (L1) bidder.
- 24) The contractor shall have no claim to any payment before the completion of work and part payment will only be made in actual measurement of the completed works ( in conformity with the plan specification and estimates ) at the discretion of the undersigned after deduction of outstanding amount, if any.
- 25) The undersigned reserves the right to cancel the contracts on ground of unsatisfactory or delayed work and failure to fulfill terms and conditions of the contract and thereby forfeit the security deposit under the terms of the agreement.
- 26) If any detailed specification of any work or material or the rate of any work item has not been quoted anywhere, it shall be taken to the same as that mentioned in the appropriate schedule of PWD as applicable for the Jalpaiguri District.
- 27) The labour rates should be paid on the basis of relevant orders of Labour Deptt. Govt. of West Bengal. The labourers employed shall not be a liability of the Park and shall have no claim being in direct employment of the Park.
- 28) In accordance with provision of Income Tax Act 1931, deduction of Income Tax 2.2% or as per prevailing rules as applicable will be made from the gross value of any bill.
- 29) Labour welfare cess @ 1 % (One percent) will be deducted from every bill of the contractor in pursuance of G.O no 599A/4M-28/06 dated 27.09.2006

- 30) Deduction of Tax shall be made as per the provisions of WB state GST as applicable.
- 31) Deduction of Sales Tax where ever applicable shall be made as per the provisions of Commercial tax rules in vogue from every bill of the contractor
- 32) Materials supplied by the contractors will be thoroughly examined before use. If any building materials such as bricks, sand, stone chips, cement or iron materials etc are supplied departmentally, deduction for the same will be made as per PWD Schedule of rates.
- 33) The successful tenderer shall be liable for any injury caused to the worker(s) or death of worker (s) engaged by him during the execution of the work and all safety measures shall have to be taken by the contractor as per the provisions of the building and other construction workers' (Regulation of employment and condition of service) Act 1996. NBWAP under WBZA shall not be responsible for any such injury /death/accident or for any situation arising out of unfortunate incidents.
- 34) In connection with the work, Arbitration will not be allowed. Sub-letting of contract is also strictly prohibited. The successful tenderer may however authorize representative for the following reasons-
- a) To supervise day to day management of works.
  - b) To attend the measurement when taken by the officers of the NBWAP and sign the records of such measurement.
  - c) To submit the requisition of materials if any.
  - d) The selection of the authorized representatives is subject to the prior approval from the undersigned. Successful tenderer shall inform the undersigned in writing the name and address of the representatives he wants to appoint and the specific purpose which the representative will be authorized for.
  - e) Any notice correspondence etc issued to such authorized representative or left at his address will be deemed to have been issued to the successful tenderer himself. The successful tenderer shall be held responsible for all action of his authorized representative and his workmen who must abide by the Rules and regulations in force and any offence committed by them will be dealt with the relevant acts and rules.
- 35) On site inspection books shall be maintained and time to time inspection notes and progress of works to be incorporated and verified.
- 36) Registered unemployed Engineers' cooperative Society / unemployed labour cooperative societies are required to furnish valid by law, latest audit report, vide clearance certificate from concerned ARCS along with relevant supporting papers.
- 37) The successful tenderer shall comply with the provisions of a) the labour contract( Regulation and abolition act) 1970 b) The apprentice act 1961 c) the minimum wages act 1948
- 38) It shall be the responsibility of the successful contractor to protect the materials to be used for construction or implements/machines against any theft and he shall have no right to claim for the loss through theft.
- 39) For any typographical mistake in case of Unit, Rate, Quantity, Amount, any type of nomenclature in items of works / item itself including description etc. whatsoever as stated in documents, contractor shall have no right to claim for the loss owing to misunderstanding due to such errors once the agreement is signed.

- 40) Materials will have to be procured by the contractors by themselves following the standard & specifications of PWD/PHE Schedules of the district, subject to the approval of the undersigned or his authorized Officers. Timber/logs must have valid receipt from registered dealer along with Transit Pass reference no.
- 41) Work order will be issued subject to approval of fund from higher Authority and its availability.
- 42) The work must be completed within stipulated time frame and as per enclosed estimate/details.
- 43) This tender notice along with all condition mentioned herein before shall also form a part of the agreement to be executed by such tenderer for the project.

**Director**  
**North Bengal Wild Animals Park**

### **General Rules and Instructions to the intending applicants**

1. The details of the applicants and their experience shall be furnished in the prescribed "Application Format" only. Wherever required and if the space provide is not sufficient, particulars can be furnished in Annexure but such details shall be clearly be mentioned in the respective columns of the Application Format. Applicant shall enclose latest copies of brochures and technical documentation giving additional information about the applicant. Each page of the document shall be dully signed by the Applicant or their authorized representative.
2. No costs incurred by the applicant in applying and in providing necessary clarifications or attending discussions conferences or site visits will be reimbursed by the Park.
3. Documentary proof with respect to the pre-qualification criteria shall be furnished along with the application form. In this regard, copies of the work orders and completion certificates and or such other document shall be submitted. Incomplete applications or application without proper proofs for establishing their credentials will be liable for rejection and no correspondence will be entertained in this regard. The Proof of having successfully completed single work of value not less than 40 % of the estimated cost OR two nos of works each of value not less than 30 % of the estimated cost need to be furnished.
4. Applications received after the due date or without EMD are liable for rejections.
5. Design may change as per CZA/WBZA guidelines and agencies have to modify accordingly without extra payment.
6. Site of work and necessary work testing may be handed over to the agency phase wise. No claim in this regard will be entertained.
7. The earnest money of all unsuccessful bidders/agencies will be released only on receipt of application but not before issuance of work order to successful (L1) bidder and on completion of execution of an agreement in the prescribed form with successful (L1) bidder.
8. The Director, NORTH BENGAL WILD ANIMALS PARK, Siliguri, Government of West Bengal reserves the right to cancel the N.I.T/N.I.Q due to unavoidable circumstances and no claim in this respect will be entertained.

9. Before issuance of the WORK ORDER, the tender inviting authority will verify the credential and other documents of the lowest tenderer if found necessary. On verification, if it is found that the documents submitted by the lowest tenderer is either manufactured or false, in that case work order will not be issued in favour of the said tenderer under any circumstances.
10. The payment for the works will be made by the Director, NBWAP after fulfillment of the necessary official formalities and detailed checking by Engineer-in-charge and the office of Director, NBWAP, Siliguri.
11. The successful tenderer will have to enter into an agreement on terms and conditions of the contract. In the event of failure to execute formal tender agreement within the allotted time the Tenderer will be liable for punishment and deposited Earnest Money will be forfeited & he / she will be debarred from participating in any Tender Works by the Director, NBWAP.
12. No extension of time will be allowed under any circumstances. (Except in the event of natural calamity). The tender inviting authority reserves the right to impose penalty for delaying the work by the contractor. After 45 days Authority reserves the right to complete the remaining work by engaging any other agency or utilizing its own source or by any Corporation under Govt. of WB including Forest Development Corporation Ltd.
13. All works are required to be carried out as per plan and specification & estimate/BOQ of the project subject to the modification by the undersigned at any point of time during execution of the work and duly notified to the contractor.
14. The Director, NBWAP reserves the right to reject any/or all the applications without assigning any Reasons whatsoever.
15. Deduction of I.T, S.T, TDS, GST, Labour cess & Other tax, if applicable shall be made as per rule in vogue. The tender value is inclusive of all direct & indirect taxes.
16. The successful tenderers shall not be allowed to sublet the work or part of the work to any other contractor.
17. Rate offered in the estimate is the final and bidder will not have any further claim for any revision based on field reality.
18. For any typographical mistake in case of Unit, Rate, Quantity, Amount, any type of nomenclature in items of works / item itself including description etc. whatsoever as stated in documents, contractor shall have no right to claim for the loss owing to misunderstanding due to such errors once the agreement is signed.
19. All prospective tenderer shall be allowed to participate in one or more than one of the above mentioned works in this notice.
20. This will also be the part of Terms & Conditions of the bid.

**Director**  
**North Bengal Wild Animals Park**

**Copy forwarded for information to:-**

- 1) The Member Secretary, WBZA, Kolkata.
- 2) The Assistant Director, NBWAP
- 3) Range Officer, NBWAP
- 4) SAE, NBWAP
- 5) Office Notice Board
- 6) Official Web site of NBWAP
- 7) Official Web Site of WBZA

**Director  
North Bengal Wild Animals Park**

**WEST BENGAL ZOO AUTHORITY**  
**OFFICE OF THE DIRECTOR**  
**NORTH BENGAL WILD ANIMALS PARK,**  
5<sup>TH</sup> Mile, Sevoke Road, Salugara, Siliguri– 734008, W.B.

**APPLICATION FORM**

FORM FOR SELECTION OF AGENCIES FOR “ ”  
of North Bengal Wild Animals Park, Siliguri during the period 2022-23 under **Tender No. 03/NBWAP/2022-23.**

(All information should be given in the following format with complete details)

Any wrong information/ uncompleted documents or without prescribed tender form shall be liable of rejection of application.

1	Name of Agency	
2	Full Postal Address	
3	Telephone No. /Fax No./Email Id.	
4	Type of Firm ( whether proprietorship or partnership )	
5	Name & Professional qualification of the Proprietor or of Partner/s	
6	Number of Staff ( Technician, Supervisor, Labour ) employed in the firm	
7	Description of Major work carried out preferably in zoo campuses in last three years in Govt. Organization ( attach copy of the work order and completion certificate etc	
8	Name of the Organization	
9	Work Order No	
10	Duration of Work	

11	Schedule of Payment received	
12	Present important assignments ( submit supporting documents )	
13	IT Regd. No./details (latest)	
14	PAN No.	
15	GST No.	
16	Trade License No.	
17	PT Regd. No.	
18	Application submitted for (With project no.)	
19	Estimated Value Rs.	
20	Rate quoted on estimated value (Less/Above/At par ) % Rs.	
21	EMD Details	
22	Security Deposit	
23	Others details, if any	

Note:-Please attach relevant documents (with sign & seal) with application form.

Date:-

Place: -

**Signature (in full) & seal**