

West Bengal Zoo Authority
Office of the Director,
North Bengal Wild Animals Park
5th Mile, Sevoke Road, Salugara, Siliguri-734008 (W.B.)

Memo No. 415 / Tender-02/NBWAP/2020-21

Dated, 21 /12/2020

NOTICE INVITING TENDER

Notice Inviting Tender No. 02/NORTH BENGAL WILD ANIMALS PARK /2020-21 of The Director, North Bengal Wild Animals Park, Siliguri invites tender in sealed applications from reputed and experienced agency/firm/company etc having proven experience for similar nature/required works at NBWAP, Siliguri.

SUBMISSION OF BID THROUGH OFFLINE.

The eligible and interested agency/firm/company etc may collect the tender form from office of the Director, North Bengal Wild Animals Park, Siliguri by paying non-refundable of Rs. 500/- (Rupees five hundred only) for each project by way of Demand Draft favoring Director, NBWAP, Siliguri from **22 /12/2020 to 28/12/2020 till 2:00 PM excepting holidays.**

The documents submitted without the prescribed fee shall be rejected. The duly completed document in the prescribed format 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 prescribed as application for following below mentioned work at NBWAP, Siliguri shall be submitted to the office of the Director, NBWAP, Siliguri on **or before stipulated time by registered post /courier/others and the tender will be opened on 28/12/2020 at 03:00pm.**

The North Bengal Wild Animals Park,(Bengal Safari) , Siliguri reserves the right to accept or reject any or all application without assigning any reason thereof and their decision of selection will be final.

List of the following required work as per enclosed estimate/details at North Bengal Wild Animals Park (Bengal Safari), Siliguri.

Sl. No.	Description of work	Estimated amount (Without contingency) Rs.	Earnest Money (EMD)	Security Deposit (SD)	Period of completion	Eligibility of contractor
1.	Connecting AC with 3 phases Line in NIC Building at N.B.W.A.P. Work as per enclosed BOQ /details.	1,66,921/-	3,338/-	16,692/-	20 Days	As per conditions given in this documents

TERMS & CONDITIONS

- 1) A Tenderer is to quote rates in figures as well as in words at percentage above, below or as per the rates shown in the specification schedule of works for the project. The particulars of works may be enquired from the office of the Director, 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 tender must be written legibly in English and any correction must be initiated 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 from 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 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 and deposit security money as specified in the notice for the due performance of the work within a week from the date of receipt of the letter of acceptance.
- 11) **Eligibility criteria for participation in the tender**
 - a. The prospective tenders as a primary bonafide, resourceful contractor/Firm/organization/ Agencies should have satisfactorily completed at least 1 similar nature work or civil construction work within a period of 24 months for a magnitude of 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 during the last 3 (Three) years from the date of issue of the Notice And verifiable letters/ documents supporting it should be submitted along with application form.
 - b. Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan for the year 19-20, PAN Card, GST Registration Certificate, Bank Solvency certificate, Trade license are to be accompanied with application form.
 - c. Joint venture will not be accepted.
 - d. Having valid 'A' class electrical license.
- 12) 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. The conditions in this notice shall be a part of the agreement.
- 13) No any interest will be paid on security deposit.
- 14) No extension of time will be allowed under any circumstances (Except flood, earthquake etc) if, the work not completed within stipulated time, the penalty will be imposed as per direction/decision of Director, NBWAP.

- 15) After sixty (60) days from completing the schedule time the 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.
- 16) The successful Tenderers will not assign the work or part of the work to any other contractor.
- 17) All tools & plants required for execution of the works should be owned by the in his name/Company by the contractor at his own cost.
- 18) The Director, NBWAP, Siliguri reserves the right of accepting the tender whether wholly or partly or rejecting any tender without assigning any reason.
- 19) All materials required for the construction will have to be supplied by the successful tenderer himself. All such materials should be as per specification of the prevailing PWD Schedule subject to the approval of the undersigned or his authorized representative.
- 20) Tenderers may inspect the site of the civil/electrical works and it will be taken for granted that the site plan have been inspected by prior submission of tender.
- 21) All the works are to be carried out according to the plan specification and estimates or works subject to the modification to be made by the undersigned or his authorized representative.
- 22) 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.
- 23) Running payment for work may be made to the executing agency as per availability of fund.
- 24) No mobilization/secured advance will be allowed.
- 25) Materials will have to be procured by the contractors by themselves following the standard & specifications of PWD/PHE schedule of district, subject to the approval of the undersigned or his authorized officers.
- 26) 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.
- 27) All tools and plants required for execution of the works should be owned by the in his name/company at his own cost.
- 28) The earnest money of all participate bidders/agencies will be released only after issued of work order to successful (L1) bidder and executed an agreement in the prescribed form or cancellation of the tender without assigning any reason thereof.
- 29) The successful (L1) bidder must have to submit the original copy of Demand Draft as security deposit (SD) mentioned in tender notice during agreement.
- 30) 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.
- 31) The successful tenderer will be required to deposit security money in form of Demand Draft as money guarantee as specified earlier, as the case may be of the tendered value in accordance with the conditions of contract and issued by a schedule Indian Bank. This amount has to be furnished by Demand Draft to the Office of the Park.

- 32) The Security Deposit will be released on satisfactory completion of the work after such deductions as may be necessary under terms of the contract but not before 12 (twelve) months after completion of the work.
- 33) 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.
- 34) 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.
- 35) The labour rates should be paid on the basis of relevant orders of Govt. of West Bengal, for forestry and timber operations/security guards. The labourers employed shall not be a liability of the Park and shall have no claim being in direct employment of the Park.
- 36) In accordance with provision of Income Tax Act 1931, deduction of Income Tax 2.2% or as per prevailing rules as applicable in this case will be made from the gross value of any bill.
- 37) In accordance with the provision of Bengal Finance (Sales Tax/Commercial Tax) at source from payment to works contractors 2 % or as per prevailing rules as applicable in this case will be made from the gross value of the bill.
- 38) 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.
- 39) The successful tenderer shall not assign or subject any portion of the work. The successful tenderer may however authorize representative in respect of one or more of the following works.
 - a) General day to day management of works.
 - b) The actual measurement when taken by the officers of the NBWAP and sign the records of such measurement. The selection of the authorized representatives is subject to the prior approval from the undersigned or his representative given there in the name of the project etc. name and address of the representatives he wants to appoint and the specific purpose which the representative will be authorized for even after first direction about such authorized for even after the first approval the undersigned may at a subsequent date direction about such authorized representative and the successful tenderer shall not bound himself to assign any reasons for any of his directive with regard to the appointment of authorized representative.

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.
- 40) On site inspection books shall be maintained and time to time inspection notes and progress of works to be incorporated and verified.
- 41) 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.
- 42) It shall be contractors responsibility to protect against accidents on the works. He shall indemnify the government against any claim to damages or for injury to persons or properties resulting from and in the course of work and also under the provision of the workmen's act.

- 43) 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 shall have no right to claim for the loss through theft.
- 44) 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 , that can't be claimed during agreement or so.
- 45) 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.
- 46) The successful bidder may, however authorize any one person only working under his firm as employee to supervise the day to day work, submit the requisition of materials, attend the measurement when taken by the authorized officer and record his signature on the work measurement note books. The authority there to duly approved and accepted by the undersigned or Engineer-In-Charge, NBWAP will be operative /acceptable.
- 47) The work must be completed within stipulated time frame as per enclosed estimate/details.

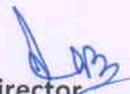
**Director,
North Bengal Wild Animals Park**

General Rules and Instructions to the intending applicants

1. Generally, the routine works of the Park are awarded/procurements are made on calling competitive tender/quotations from the empanelment contractors and in case of emergent works of small magnitude the Park may opt to award the work/procure work from any of the empanelled contractors, depending on the exigencies of the work on empanelment basis and also has the right for open tendering process for any particular work, depending on the nature and magnitude of the work from the empanelled agencies.
2. 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 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.
3. No costs incurred by the applicant in applying in providing necessary clarifications or attending discussions conferences or site visits will be reimbursed by the Park.

4. Documentary proof with respect to the prequalification 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 tenderer should have done work of not less than forty (40%) percent of the estimated amount for similar nature of work the same be enclosed.
5. The authorized person of the firm/company shall sign in all the pages of the application with seal of the company/firm.
6. The evaluation will be based on the experience, reputation empanelment with other organization in support of the applicant, their financial capabilities, quality, consciousness, etc and if found necessary may also include inspecting the works undertaken by them for which necessary co-ordination shall be made by them. Based on the details furnished and inspection of works, eligibility criteria, the applicants will be empanelled and not further correspondence will be entertained. The empanelled contractors will only be informed by concerned office.
7. If, information and details furnished by applicants are found to be false at any time in future or any information withheld, which comes to the notice of the Park Authority at a later date, the empanelment of such applicant will be cancelled immediately.
8. Applications received after the due date and times or without inclusive of EMD with application are liable for rejections.
9. Design may change as per CZA/WBZA guidelines and agencies have to modify accordingly without extra payment.
10. Site of work and necessary work testing may be handed over to the agency phase wise. No claim in this regard will be entertained
11. The Earnest Money of all the unsuccessful tenderers deposited in favor of the concerned Director will be refunded by the said DIRECTOR, NORTH BENGAL WILD ANIMALS PARK, Siliguri on receipt of application from tenderers & after the issue of work order.
12. The Director, NORTH BENGAL WILD ANIMALS PARK, Siliguri ,West Bengal Zoo Authorities, Government of West Bengal reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
13. Before issuance of the WORK ORDER, the tender inviting authority will verify the credential and other documents of the lowest tenderer if found necessary. After 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.
14. The payment for the works will be made by the Director/NBWAP after fulfilling the necessary official formalities and checking by Engineer-in-charge and the office of Director, NBWAP, Siliguri.

15. The successful tender will have to make an agreement on terms and conditions of the contract on a Rs. 100/- non judicial stamp paper, the cost of which will be borne by the contracting agency/firm/company. The formal tender paper cost of Rs. 1000/- (Non- refundable) for each project is to be paid by successfully bidder (At a time of agreement) in Demand Draft in favor of the Director, NBWAP.
16. No extension of time will be allowed under any circumstances. (Except flood, earthquake)Penalty will be applicable as per decision/direction of the Director, NBWAP. 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 .
17. All works are required to be carried out as per plan and specification & estimate 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.
18. The present empanelment is mainly for works for value up to the limits as mentioned.
19. The Park reserves its right to reject any/or all the applications without assigning any reasons whatsoever.
20. Deduction of STDS, TDS, GST & Other tax, if applicable shall be made as per rule in vogue. The tender value is exclusive of all direct & indirect taxes (GST, Labour Welfare Cess etc)
21. The successful tenderers will not assign the work or part of the work to any other contractor.
22. Rate offered in the estimate is the final and bidder will not have any further claim for any revision, based on field reality.
23. Please paste a copy of photograph in space provided. In case of company/firm etc. the main functionary's photo should be pasted.
24. This will also be the part of Terms & Conditions of the bid.


Director,

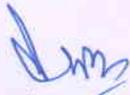
North Bengal Wild Animals Park

Dated, 21 /12/2020

Memo No. 415 / Tender-02/NBWAP/2020-21

Copy forwarded for information to:-

- 1) The Member Secretary, WBZA, Kolkata.
- 2) The RO, NBWAP
- 3) The , NBWAP
- 4) Office Notice Board


Director,

North Bengal Wild Animals Park

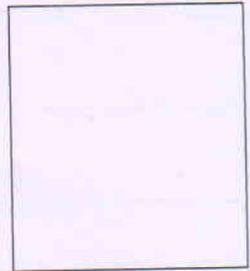
OFFICE OF THE DIRECTOR
NORTH BENGAL WILD ANIMALS PARK,
5TH Mile, Sevoke Road, Salugara, Siliguri- 734008, W.B.

APPLICATION FORM

FORM FOR SELECTION OF AGENCIES FOR “Connecting AC with 3 phase Line in NIC Building” of North Bengal Wild Animals Park, Siliguri during the period 20-21 under Manual Tender-02/NBWAP/20-21.

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

Any wrong information or vacant space shall be liable of rejection of application and, please paste a copy of photograph in space provided. In case of company/firm etc. the main functionary's photo should be pasted.



1	Name of Agency	
2	Full Postal Address	
3	Telephone No. /Fax No./E.mail No.	
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	EPF Registration No.	
16	GST No.	
17	Trade License No.	
18	PT Regd. No.	
19	Application submitted for (With project no.)	
20	Estimated Value Rs.	
21	Rate quoted on estimated value (Less/Above/At par) % Rs.	
22	EMD Details	
23	Security Deposit	
24	Others details, if any	

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

Date:-

Place: -

Signature (in full) & seal