KOLKATA PORT TRUST

सिविल इंजीनियरिंग विभाग / Civil Engineering Department
१५, स्ट्रैंड रोड, कोलकाता- 700001/15, Strand Road, Kolkata- 700001
मुख्य अभियंता का कार्यालय / Office of the Chief Engineer.

FAX No.033-2230-0413 **EPBX No.033-2230-3451**
E-Mail calport@vsnl.com **Website- www. kolkataporttrust.gov.in**

No.RT/TN/08 **Dated 20.08.015**

Tender Notice No.: RT/TN/ 08 Dt.20.08.2015

Name of Work:		**Construction of broken / damaged boundary wall at Hugli Point Station.**
Estimated Cost put to tender	**:**	**Rs. 6.12 Lakhs Approx)**
Earnest Money	**:**	**Rs. 12,250/-**
Cost of Tender Papers	:	**Rs. 600/- (Non refundable**)
Time of completion:		4 **(four) Months**
Last date of purchase of Tender documents:		**14.09.2015 (up to 12 Noon)**
Last date of Submission :		**15.09.2015** up to 3 P.M. at Senior Executive Engineer (River Training office) 51 C.G.R. Road Kolkata -43 Details may be obtained from Kolkata Port Trust website:**www.kolkataporttrust.gov.in** and in Govt. of India website: **www.eprocure.gov.in**
Date of opening of tender:		15**.09.2015** shortly after **3 P.M.** at S.E.E (R.T)'s office.(only technobid)
Tender Authority :		**वरिष्ठ कार्यकारी अभियंता, अ।र. टी** **Senior Executive Engineer (River Training)** **51 C.G.R. Road , Kolkata-43**

वरिष्ठ कार्यकारी अभियंता, अ।र. टी
Senior Executive Engineer (R.T)

कोलकाता पत्तन न्यास
KOLKATA PORT TRUST

सिविल इंजीनियरिंग विभाग/ Civil Engineering Department

वरिष्ठ कार्यकारी अभियंता, अ।र. टी का कार्यालय/

Office of the Senior Executive Engineer, R.T

51 ,सि. जी. आर. रोड , कोलकाता -700043

NIT No.: RT/TN/08 Dt. 20.08.2015

Note: Last Date of Purchase of tender Documents: **14.09.2015** (up to 12 noon)

Tender is due for submission by 3:00 P.M. On **15.09.2015**

PRICE BID

Construction of broken / damaged boundary wall at Hugli Point Station.

Dated:

51, C.G.R. Road,
Kolkata- 700043

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वरिष्ठ कार्य कारी अभियंता / अ।र. टी

Senior Executive Engineer (RTW)

कोलकाता पत्तन न्यास

Kolkata Port Trust

सिविल इंजीनियरिंग विभाग

CIVIL ENGINEERING DEPARTMENT

NIT No.: RT/TN/08 Dt. 20.08.2015

Name of work: Construction of broken / damaged boundary wall at Hugli Point Station.

PREAMBLE TO THE BILL OF QUANTITIES

1. The Bill of Quantities shall be read in conjunction with Special Conditions of Contract, Preamble to the Bill of Quantities, General Conditions of Contract, Form of Tender and the Agreement.

2. General direction and description of work or materials given elsewhere in the contract documents are not necessarily repeated in the description of items in the Bill of Quantities.

3. The Prices and rates entered by the Contractor in the Bill of Quantities shall be deemed to cover the complete and finished work, inter-alia, all costs and expenses which may be required for successful completion of the works together with all risks, liabilities, contingencies, insurance, octroi, royalties, taxes and obligations imposed or implied by the Contractor.

4. Where separate items such as mobilization, demobilization, temporary works etc., have not been provided in the Bill of Quantities for works required under the Contract, then the cost of such works shall be deemed to have been included in the prices and rates of other items.

5. Without affecting the generality of the foregoing provisions, the Prices and rates entered in the Bill of Quantities by the Contractor shall include inter-alia, all costs and expenses involved in or arising out the followings:-

   - The provision, storage, transport, handling, use, distribution and maintenance of all materials, plants, equipment machineries and tools including all costs, charges dues demurrages or other outlays involved in the transportation.

   - The provision and maintenance of all his staff and labours and their payments, accommodation, transport, taxes and other requirements.

   - Setting out including the location and preservation of survey markers, measurement and supervision.

   - The provision, storage, transport, use handling, distribution and maintenance of consumable stores, fuel, water and electricity.

   - All First Aid, Welfare and safety requirements.

   - Damage caused to the works, plants, materials and consumable stores caused by weather.

- Licence, fees and other charges for compliance of Government Acts and Rules that are inforce and applicable.
- The quantities given in the Bill of Quantities are estimated only and are given to provide a basis for comparison of tenders. Payment to the Contractor shall be made on the basis of prices and rates quoted in the tender for measured quantities of the work done by him. It must be clearly understood that this is a quoted rate tender at percentage Above par/At par/Below par as the case may be on estimated amount and not a lump sum one. The quantities of work required to be carried out by the Contractor may vary.
- The Contractor should be held responsible for the safe custody of materials, Machineries etc. at site procured by him or issued to him by the Trustees.

कोलकाता पत्तन न्यास
KOLKATA PORT TRUST

सिविल इंजीनियरिंग विभाग/ Civil Engineering Department

वरिष्ठ कार्यकारी अभियंता, अ।र. टी का कार्यालय/

Office of the Senior Executive Engineer, (R.T.)

51 ,सि. जी. आर. रोड , कोलकाता -700043

Bill of Quantities
For

Name of work: Construction of broken / damaged boundary wall at Hugli Point Station.

Sl. No.	Description of work	Qnty.	Rate Rs. P.	Unit	Amount Rs. P.
1.	Dismantle 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.				
	a) In ground floor including roof.	30.00 Cum	451.00 [Rs. Four hundred fifty one only]	Cum	13530.00
2.	Dismantle all types of plain cement concrete works, stacking serviceable materials at site and removing rubbish as directed within a lead of 75 m.				
	In ground floor including roof. (a) Upto 150 mm. thick	3.00 Cum	949.00 [Rs. Nine hundred forty nine only]	Cum	2847.00
3.	Earth work in excavation of foundation trenches or drains, in all sorts of soil (including mixed soil but excluding laterite or sandstone) including removing, spreading or stacking the spoils within a lead of 75 m. as directed. The item includes necessary trimming the sides of trenches, leveling, dressing and ramming the bottom, bailing out water as required complete.				
	(a) Depth of excavation not exceeding 1,500.	32.00 Cum	12047.00 [Rs. Twelve thousand forty seven only]	% Cum	3855.04
4.	Earth work in filling in foundation trenches or plinth with good earth, in layers not exceeding 150 mm. including watering and ramming etc. layer by layer complete. (Payment to be made on the basis of measurement of finished quantity of work).				
	(a) With earth obtained from excavation of foundation.	22.00 Cum	7831.00 [Rs. Seven thousand eight hundred thirty one only]	%/cum	1722.82

5.	Single Brick Flat Soling of picked jhama bricks including ramming and dressing bed to proper level and filling joints with local sand.	40.00 Sqm	377.00 Sqm [Rs. Three hundred seventy seven only]	15,080.00
6.	(I) Cement concrete with graded stone ballast (40 mm size excluding shuttering) In ground floor (A) [Pakur Variety]			
	(a) 1:3:6 proportion.	3.00 cum	5823.00 Cum [Rs. Five thousand eight hundred twenty three only]	17,469.00
7.	Reinforcement for reinforced concrete work in all sorts of structures including distribution bars, stirrups, binders etc initial straightening and removal of loose rust (if necessary), cutting to requisite length, hooking and bending to correct shape, placing in proper position and binding with 16 gauge black annealed wire at every intersection, complete as per drawing and direction. (a) For works in foundation, basement and upto roof of ground floor/upto 4 m			
	(i) Tor steel/Mild Steel.	1.30 M.T.	68508.00 M.T. [Rs. Sixty eight thousand five hundred eight only]	89,060.40
8.	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) (When the height of a particular floor is more than 4 m the equivalent floor height shall be taken as 4 m and extra for works beyond the initial 4 m ht. shall be allowed under 12 (e) for every 4 m or part thereof)			
	(a) 25 mm to 30 mm thick wooden shuttering as per decision & direction of Engineer-In-Charge.	150.00 Sqm	360.00 Sqm [Rs. Three hundred sixty only]	54,000.00
9.	Ordinary Cement concrete (mix 1:1.5:3) with graded stone chips (20 mm nominal size) excluding shuttering and reinforcement if any, in ground floor as per relevant IS codes.			
	(i) Pakur Variety.	16.00 Cum	7,162.00 Cum [Rs. Seven thousand one hundred sixty two only]	1,14,592.00
10.	Brick work with 1st class bricks in cement Mortar (1:6).			

	(a) In foundation and plinth.	13.00 cum	5719.00 Cum [Rs. Five thousand seven hundred nineteen only]	74,347.00
11.	125 mm. thick brick work with 1st class bricks in cement mortar (1:4) in ground floor.	50.00 Sqm	783.00 Sqm [Rs. Seven hundred eighty three only]	39,150.00
12.	125 mm thick brick work with 2nd hand departmental bricks (available from dismantling brick masonry) in cement mortar (1:4) in ground floor including labour charges for scrapping and picking up old dilapidated motor/ plaster from the surface of old Brick faces including cleaning the frog without damaging the Brick and stacking the bricks at site.	80.00 Sqm	342.36 Sqm [Rs. Three hundred forty two & paise thirty six only]	27,388.80
13.	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] **(i) With 1:6 cement mortar**			
	(a) 15 mm thick plaster.	500.00 Sqm	156.00 Sqm [Rs. One hundred fifty six only]	78,000.00
14.	M.S. structural works in columns, beams etc. with simple rolled structural members (e.g. joists, angle, channel sections conforming to IS: 226, IS: 808 & SP (6)-1964 connected to one another with bracket, gussets, cleats as per design, direction of Engineer-in- charge complete including cutting to requisite shape and length, fabrication with necessary bolting, metal arc welding conforming to IS: 816-1956 & IS: 1995 using electrodes of approved make and brand conforming to IS:814- 1957, haulage, hoisting and erection all complete. The rate includes the cost of rolled steel section, consumables such as electrodes, gas and hire charge of all tools and plants and labour required for the work including all incidental chages such as electricity charges, labour insurance charge etc.			
	Payment to be made on the basis of Calculated weight of structural members only in finished work as per IS specified weight. Payment for gusset, bracket, cleat, rivets, bolts and nuts may be make by adding the actual weight of such items with the weight of finished structural members or 7% of weight for finished structural members weighing not less than 22.5 Kg. / m. or 15 % of weight for finished structal members weighing less than 22.5 Kg. / m.			

	may be increased allow for bracket, cleat, rivet, bolts and nuts etc. and no separate payment being made for these items, as per direction of Engineer In Charge. The rates are considered for a height of erection 8m. / 2nd floor level from the ground. Add 1.5% extra over the rate for each additional floor or 4m. beyond init 8m. or part thereof.				
	(i) For Structural Works in Roof Trusses etc. using joists, channels and angles of specified section weighing less than 22.5 kg/ m	0.30 M.T.	80,159.00 [Rs. Eighty thousand one hundred fifty nine only]	M.T.	24,047.70
15.	Priming one coat on steel or other metal surface with synthetic oil bound primer of approved quality including smoothening surfaces by sand papering etc.	16.00 Sqm	31.00 [Rs. Thirty one only]	Sqm	496.00
16.	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 :				
	(a) On Steel or other metal surface : With super gloss (hi-gloss) -				
	(i) Two coats (with any shade except white).	16.00 Sqm	86.00 [Rs. Eighty six only]	Sqm.	1376.00
17.	Supplying, fitting galvanised 3 ply 12 gauge / 4 points line of barbed wire in fencing (holes already made in the body of the post) or fixed by staples tightening and fixing the wires in taut condition with straining bolts including the cost of cutting and of lapping joints in the wire as necessary but excluding the cost of galvanized staples, straining bolt and binding wire where necessary.				
	(Payment to be made on the length of Individual lines of wire.).	700.00 Mtr.	2795.00 [Rs. Two thousand seven hundred ninety five only]	%/Mtr.	19565.00
18.	Supplying galvanised straining bolts (with eye at one end with double nuts and washers) fitted and fixed complete.				
	(ii) 12 mm. dia. (a) 200 mm.	60.00 Nos.	80.00 [Rs. Eighty only]	Each	4800.00
19.	Cement washing including cleaning and smoothening surface thoroughly (cement to be used @15 kg./100 sq.m. of surface for one coat.				
	External surface (Ground floor)				
	(a) One coat.	500.00 Sqm	953.00 [Rs. Nine hundred fifty three only]	% Sqm	4765.00

20.	Applying decorative cement based paint of approved quality after preparing the surface including scraping the same thoroughly (plastered or concrete surface) as per Manufacturer's specification. **In Ground floor:**				
	(i) Two coats.	500.00 Sqm	53.00 [Rs. Fifty three only]	Sqm	26,500.00
				TOTAL :	**Rs. 6,12,591.76**

Rate offered by me / us (score out whichever is not applicable)

1) .....% above par (+) Rs.
(both in figures & words)

2) At par..... Rs.

3) .....% below (-)
(both in figures & words) Rs.

-

Total amount in words Rupees.....

.....

Time of completion.....

Signature of the Contractor.....

Name and address of the Contractor.....

.....

.....;

Permanent Income Tax A/c. No.....

THE BOARD OF TRUSTEES FOR THE PORT OF KOLKATA

FORM OF TENDER

CONTRACT NO. .....

To

.....

.....

.....

I/We .....

of .....

having examined the site of works, inspected the Drawings and read the Specifications, General & Special Conditions of Contract and Conditions of Tender, hereby tender and undertake to execute and complete all the works required to be performed in accordance with the Specification, Bill of Quantities, General & Special Conditions of Contract and Drawings prepared by or on behalf of the Trustees and at the rates & prices set out in the annexed Bill of Quantities within..... month/week from the date of order to commence the work and in the event of our tender being accepted in full or in part, I/We also undertake to enter into a Contract Agreement in the Form hereto annexed with such alterations or additions there to which may be necessary to give effect to the acceptance of the Tender and incorporating such specification, Bill of Quantities, Drawings and Special & General Conditions of Contract and I/We hereby agree that until such Contract Agreement is executed the said Specifications, Bill of Quantities, Conditions of Contract and the Tender, together with the acceptance thereof in writing by or on behalf of the Trustees shall be the contract.

THE TOTAL AMOUNT OF TENDER Rs.....

(Repeat in words)

.....

.....

Continued to P-2

P-2

I/We require ..... days/months preliminary time to arrange and procure the materials required by the work from date of acceptance of tender before I/We could commence the work.

I/We have deposited with the Trustees' Financial Adviser & Chief Accounts Officer, a sum of Rs..... vide Receipt No..... of..... as Earnest Money.

I/We agree that the period for which the tender shall remain open for acceptance shall not be less than four months.

Signature of Tenderer
(Seal of the Tenderer)

Witness :

Signature _____

Name of the Tenderer :(In Block Letters)

_____

_____

Address: _____

_____

_____ Dated: _____

Address: _____

Occupation_____

_____

ANNEXURE-"A"FORMAT

INDEMNITY BOND

On the Rupees fifty Non-Judicial Stamp Paper

BY THIS BOND I, Shri / Smt. ……., son of Shri / Smt……. residing at ……. By occupation ……., the Partner / Proprietor / Director ……. having office at ……., am a tenderer under Civil Engineering Department, Kolkata Port Trust (A Statutory Body under MPT Act, 1963).

2. WHEREAS, the said Kolkata Port Trust had asked the every tenderer, who is not covered under ESI Act or exempted to furnish an Indemnity Bond in favour of Civil Engineering Department, Kolkata Port Trust against all damages and accidents to the Labourer Tenderer / Contractor.

3. NOW THIS BOND OF INDEMNITY WITNESSETH THAT the Tenderer / Contractor named herein above shall indemnify the Kolkata Port Trust against all damages and accidents occurring to the Labourers of the Tenderer / Contractor as demanded by the Kolkata Port Trust and which shall be legal and / or claimed by the Kolkata Port Trust during the execution of the work stated in the NIT No……. dt…….

4. AND the Contractor hereunder agree to indemnify and at all times keep indemnified the Kolkata Port Trust and its administrator and representative and also all such possible claim or demand for damages and accidents.

IN WITNESS WHEREOF I, ……., the Partner / Proprietor / Director ……;…… hereto set and seal this the ……. day of ……. in the year……. at…….

Signature of the Indemnifier

Surities:

1. Name:
   Address:

2. Name:
   Address:

Witness:

ANNEXURE-"B"

FORMAT

On the Rupees Ten Non-Judicial Stamp Paper
BEFORE THE 1ST CLASS JUDICIAL MAGISTRATE AT…….

AFFIDAVIT

I …… Son of …… aged about ……. years, by faith ……, by occupation ……., residing at ……., do hereby solemnly affirm and declare as follows :-

01. THAT I am the proprietor / Partner of …… having office at……and carrying on business on the said name and style.

(In case the above Deponent is an enlisted Contractor at Kolkata Port Trust, the same should be mentioned in the affidavit)

02. THAT my aforesaid Firm is exempted from ESI Act and the said Firm has no valid ESI Registration.

03. THAT the present affidavit is to be filed before the Kolkata Port Trust as per the Clause No……. of the Tender No……. issued by the Kolkata Port Trust in respect of the work (the work is to be mentioned).

THAT the statements made above are all true to the best of my knowledge and belief.

DEPONENT

Identified by me

NEXURE – "C"

No: Date:

To,
The Chief Engineer / Senior Executive Engineer (River Training)
Kolkata Port Trust.

Re: NIT No: …….. Dt……..
The following documents are enclosed in the sealed envelope containing our tender in connection with the above NIT. The original of the documents would be shown for verification as and when requested.

01. Treasury Receipt in original for Earnest Money / Bankers Cheque for Earnest Money.

02. Proof of experience and turn over as per pre – qualification criteria.

03. ESI Registration Certificate, if applicable.

Or

04. An Affidavit in original affirmed before a first class Magistrate indicating that ESI Act is not applicable on non – judicial stamp paper worth Rs. 10/= and Indemnity Bond in original in favour of Kopt drawn on a non – judicial stamp worth of Rs. 50/=, both as per your given proforma.

05. The VAT Registration Certificate.

06. I. T. PAN Certificate.

07. Copy of Labour Licence (if applicable).

08. Copy of Trade Licence (if applicable)

Enclo: As above.

Yours faithfully,

Signature of the Tenderer

कोलकाता पत्तन न्यास

KOLKATA PORT TRUST

सिविल इंजीनियरिंग विभाग/ Civil Engineering Department

वरिष्ठ कार्यकारी अभियंता, अ।र. टी का कार्यालय/

Office of the Senior Executive Engineer, R.T

51 ,सि. जी. आर. रोड , कोलकाता -700043

NIT No.: RT/TN/08 Dt. 20.08.2015

Note: Last Date of Purchase of tender documents : **14.09.2015** (up to 12 noon)

Tender is due for submission by 3:00 P.M.
On **15.09.2015**

Techno commercial Bid

Construction of broken / damaged boundary wall at Hugli Point Station.

वरिष्ठ कार्य कारी अभियंता / अ।र. टी
Senior Executive Engineer (RTW)

Dated :

51 C.G.R. Road Road,
Kolkata- 700 043.

कोलकाता पत्तन न्यास
KOLKATA PORT TRUST
सिविल इंजीनियरिंग विभाग/ Civil Engineering Department
वरिष्ठ कार्यकारी अभियंता, अ।र. टी का कार्यालय/
Office of the Senior Executive Engineer, R.T
51 ,सि. जी. आर. रोड , कोलकाता -700043

NIT No.: RT/TN/08 DT 20.08.2015

Construction of broken / damaged boundary wall at Hugli Point Station.

Sealed tenders are invited from bonafide, resourceful, experienced and reputed firms for the subject work of estimated amount of **Rs. 6.12 Lakhs [approx]** as per following Prequalification Criteria on **Percentage above / below /at Par basis on estimated rates / amount as shown in the Bill of Quantities** in accordance with this Notice Inviting Tender, the **General Conditions of Contract**, enclosed **Instruction to Tenderer, Special Conditions of Contract, Technical Specifications for this Work and Bill of Quantities.**

1. Prequalification Criteria:

A) Tenderer should have experience in completing similar works like construction / maintenance/repairing of boundary wall or building works or any Civil Engineering Construction during last 7(seven) years ending at the last day of the month previous to the one in which applications are invited which should be either of the following: -

a) Three similar completed works each costing not less than the amount equal to 40% of the estimated amount put to tender.

b) Two similar completed works each costing not less than the amount equal to 50% of the estimated amount put to tender.

c) One similar completed work costing not less than the amount equal to 80% of the estimated amount put to tender.

B) The average Annual Financial turnover of the intending tenderer during the last **3 years** ending **31st March** of the previous financial year should be at least 30% of the estimated amount put to tender.

C) Work experience, as a sub-contractor or supply contractor shall not be considered as the requisite qualification.

2.(a) Each Tenderer shall have to deposit a sum of **Rs. 12,250.00 (Rupees twelve thousand two hundred fifty only)** as Earnest Money in the form of **Bankers' Cheque / Demand Draft / Pay Order drawn** in favour of **"KOLKATA PORT TRUST"** on any Scheduled Bank payable at Kolkata **without which no tender will be considered**. The Bankers' Cheque / Demand Draft / Pay Order should be submitted together with the sealed tender in a separate envelope. Only those tenders submitted along with the Earnest Money shall be opened.

(b) Micro and small Enterprise firms registered with National Small Industries Corporation (under single point registration scheme) shall be exempted from payment of cost of Tender Documents and depositing Earnest Money, for which copy of valid National Small Industries Corporation certificate attached .

3. The amount of Earnest Money will be refunded or released to the unsuccessful tenderer without **interest**, after the selection of a successful tenderer and in the case of the successful Tenderer this amount will be adjusted against the **Security Deposit.** If any Tenderer withdraws his tender before **4(four) months** from the date of opening of the tender (techno-commercial bid), the Earnest Money Deposit will be forfeited by the Trustees.

4. It is impressed upon the Tenderer that his tender should be based on the Conditions stipulated in the tender document and that the tenderer should not stipulate his own condition in deviation thereof, as apart from the likelihood of vitiating the tender, such deviations will lead to non-uniformity of tenders and it will be difficult to make assessment of the correct value of the tenders for purposes of comparison. In that event tender may be considered incomplete and may be rejected.

5. Materials, except departmental materials if any, required for the work shall be procured and supplied by the successful Tenderer and shall be of the best and approved quality and should comply with the relevant **I.S. / I.R.C./MOST** or other relevant Specifications. The departmental materials if any, will be supplied to the successful Tenderer at free of cost but the successful tenderer shall have to procure the said departmental materials from the departmental store / yard at his own cost including supply of labours ,vehicles, loading, unloading all complete.

6. The Tenderer must fill in **Schedule 'O'** with full particulars of similar works carried out by them previously and submit in **Schedule 'T'** the details of technical set up of the Company and the technical Personnel who should be looking after the works.

7. The Tenderer shall include in their prices sums payable as Taxes **Particularly, VAT, Royalty or** otherwise to the **Government or Public Bodies or Individual** and such taxes shall not be an extra charge payable by the Trustees'.

8. i) All intending Tenderer at the time of tender shall disclose all necessary documents as to whether they are covered under ESI Act or not.

ii) In case they are covered under ESI Act they have to furnish the details of registration, failing which their tender would be liable to be cancelled.

iii) In case they are not covered under ESI Act or exempted, they would furnish necessary documents along with an **affidavit** in original **affirmed before a first class Judicial Magistrate** in a Non-Judicial Stamp Paper worth **Rs. 10.00** to that effect as per enclosed Kopt approved format. (**Format of affidavit is enclosed at the end of the techno-commercial Bid).**
Regarding submission of Affidavit, the **stamp paper should be either in the name of the Tenderer or with name of the Advocate who has signed in the Affidavit**. The bidder may purchase stamp-paper prior to the publication of tender but **the Affidavit must be sweated after the date of hoisting/publication of NIT.**

iv) In case they are not covered under ESI Act they must additionally indemnify Kopt against all damages & accident occurring to his labour in a non-judicial stamp papers worth **Rs. 50.00**. **(Format of indemnity Bond is enclosed at the end of the techno-commercial Bid).**

9. The intending tenderer should submit performance certificate/credential of works as per the enclosed Proforma of Ko.PT. **(Format of performance certificate/credential of works is enclosed at the end of the techno-commercial Bid).**

10. The tenderer shall submit certified copy of the **Certificates of VAT Registration No.** and also declare their **Permanent Income Tax Account No.** in the last page of the B.O.Q.

11. The successful Tenderer shall be required to execute a **Contract Agreement** to be prepared in the form annexed to the **General Conditions of Contract** together with such modifications as may be necessary within a month from the date of placement of Work Order. He is required to submit **6(six)** Copies of all documents, correspondence and connected papers etc., as detailed in the **Form of Contract Agreement** prepared on **Non-Judicial Stamped Paper** of requisite denominations all at his own cost.

12. The tenders[**Both Techno Commercial Bid & Price Bid**] shall be submitted in sealed covers superscripted the name of work to the **Senior Executive Engineer River Training Office, , 51 C.G.R. Road Kolkata 43 by 3 P.M. on 15.09.2015.** After that no tender will be accepted. Last date of purchase of Tender documents on **14.09.2015 [up to 12 Noon].**

13. Among the duly submitted proper tenders in which only **Techno Commercial Bid** would be opened at the office of the undersigned shortly after **3 P.M. on 15.09.2015** Date of opening of the **Price Bid** of the Prequalified bidder will be intimated later on. If any Tenderer or his duly authorised representative wishes to be present at the time of opening of the tenders, he may do so. In the event of any unforeseen circumstances such as Natural Calamities, Strikes, Bandhs, Holidays etc. on that day, the tenders may be submitted by **3 P.M.** on next working day to be opened shortly thereafter.

14. The undersigned does not bind to accept the lowest or any offer / tender and reserves the right to accept any tender either in part or as a whole and to reject any tender without assigning any reason whatsoever.

15.Tender documents shall be issued from the Senior Executive Engineer River Training office at 51 C.G.R. Road Kolkata – 43 . The Tenderer shall have to deposit with the Trustees' Financial Adviser & Chief Accounts Officer at 15, Strand Road, Kolkata-700 001 a sum of **Rs.600/- [Non-refundable]** towards cost of Tender documents.

16. Tenderer may also submit the tender getting down loaded from the Web site of Kolkata Port Trust. in that case the bidding party shall have to pay the amount of **Rs.600/-** [Non-refundable] towards the cost of bid document by draft or Bankers' Cheque drawn in favour of "**KOLKATA PORT TRUST"** at the time of submission of tender documents.

17. Micro and Small Enterprises firms registered with National Small Industries Corporation (under single point registration scheme) shall be exempted from payment of cost of Tender Document and depositing Earnest Money, for which copy of valid National Small Industries Corporation certificate is to be attached."

18. The tender shall be submitted in one sealed envelope superscribing the name of the work which shall **contain three sealed envelopes, Marked –A, Marked-B** and **Marked -C** stating clearly in the top envelope that envelope contains three envelopes **Marked –A, B** and **C** separately in sealed condition.

19. If the offers are not received according to the instructions detailed here above, they shall be liable for rejection. The corrections and remarks shall be either type-written or must be in ink and duly authenticated.

20. Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements and their **EMD will be forfeited for such action**.

21. Once a Bid is submitted, it will not be allowed to revise even if the date of submission is extended.

22. All intending Tenderers shall furnish the details of P.F. Registration failing which their tender would be liable to be cancelled. Certified copy is to be submitted along with tender .

23 As KOPT is not a Registered Body Corporate, it is not liable to Pay service tax under "Reverse Charge Mechanism" as per Service Tax Low. The service provider is liable to recover service tax as applicable "Reimbursement of service tax will be to the contractor by KoPT on submission of actual payment of service Tax at full rate for the work as per Finance Act.1994

The sealed envelope Marked – A shall contain:

a) Demand Draft/Pay Order against Earnest Money Deposit in original and TR/ Money Receipt /Demand Draft/Pay Order towards cost of tender documents.

b) If downloaded from Website, Demand Draft/Pay Order against Earnest Money Deposit in original and Demand Draft/ Pay Order towards cost of tender documents.

The sealed envelope Marked – B {Techno-commercial Bid} shall contain:

a) The Techno commercial Bid duly signed and sealed on every page with duly filled in 'Schedule –T' and 'Schedule- O' of Techno commercial Bid without any price bid therein.
b) The General Conditions of Contract of KoPT duly signed and sealed on every page.
c) Certified copies of the documents in support of experience/performance certificate/credential of works as stated in Pre-Qualification criteria vide Cl.No.1 (A) & 9 above.
d) Certified copies of PAN Card.
e) Certified copies of Certificates for VAT Registration No.
f) Certified copies of ESI Registration Certificates or the original copy of Affidavit and Indemnity Bond as per clause no.8 above.

g) Last three years balance sheet and profit & loss account in support of Annual Financial turnover as per clause no.1 (B) above.

h) The Certified copy of P.F Registration Certificate.

The Sealed envelope Marked-C [Price Bid] shall contain:

a) Preamble to Bill of Quantities

b) The Bill of Quantities duly filled in.

c) The Form of Tender duly filled in as enclosed in the tender document.

d) All the pages of Price Bid should be duly signed and sealed.

Enclo: Instructions to Tenderer, Scope of Work & Special Conditions of Contract, Technical Specification of contract, Schedule 'O' and Schedule 'T', Format of indemnity Bond, Format of affidavit. **Techno Commercial Bid**

Preamble to Bill of Quantities and Bill of Quantities, Form of Tender. **Price Bid**

वरिष्ठ कार्य कारी अभियंता /आ।र.टी
Senior Executive Engineer (RTW

कोलकाता पत्तन न्यास
KOLKATA PORT TRUST
सिविल इंजीनियरिंग विभाग/ Civil Engineering Department
वरिष्ठ कार्यकारी अभियंता, आर. टी का कार्यालय/
Office of the Senior Executive Engineer, R.T
51 ,सि. जी. आर. रोड , कोलकाता -700043

Construction of broken / damaged boundary wall at Hugli Point Station.

INSTRUCTION TO TENDERERS

1. The subject work is required to be carried out with high degree of precision, supervision, quality control and construction techniques. The tenderers are, therefore, required to go through all the provisions of the tender document including **Special Conditions / Instructions and Bill of Quantities** before filling the tender. In the event of contradiction between either of the two documents; Special **Conditions** will supersede **General Conditions** and **Bill of Quantities** shall supersede **General Specification.**

2. The tenderers shall inspect the site and its neighborhood and acquaint themselves with actual working condition. Accessibility of the site, source of water and electricity, available working space etc., should be investigated before submitting the tender. All such factors having likely bearing on rates and progress of the work involved should be taken into consideration while submitting the tender. No claim for any extra payment will be considered by reason of any difficulty, which may arise during the progress of this work, which in the opinion of the Engineer could have been foreseen. For such inspection, he may contact the **Senior Executive Engineer (RT)** at his office at **51, C.G.R. Road, Kolkata - 700 043**, during office hours.

3. Tenderers' attention is drawn to **Clause 3.4, 3.5, 3.6** of the **General Conditions of Contract** regarding **Earnest Money** and **Security Deposit** prescribed in the tender and C**lause 8.0** regarding **Delay/ Extension of time/ Liquidated Damage/ Termination of Contract.**

4. The Tender / Offer shall be valid for acceptance for a period of **4 (four) months** from the date of opening of the tender (techno-commercial bid).

5. The Engineer reserves the right to delete any item of work or introduce any new item during execution of work, in the tender, if required to be done to complete the work envisaged. The Engineer also reserves the right to delete and / or modify any **Technical Specification** or introduce any new modification for any particular item of work or for the scheme as a whole during execution of work.

6. The tenderer is to work out his rates at **Percentage above par / below par / at par basis** taking into account the full details of works.

7. The tenderer must fill in the **Form of Tender.**

8. Taxes and Duties:

The rate quoted by the tenderer should be considered to complete the work in all respect and should include all taxes, octroi, surcharge etc. payable to Government or any other concern and no extra payment, whatsoever will be entertained by the Trustees' under any circumstances except Service Tax as mentioned in Clause No. 23 of Page 6/

9. Rate for payment against extra Items:

For any unforeseen work not covered under the Bill of Quantities and Condition of Contract, depending on contingent situation at site, if required for successful completion of the work, extra items have to be carried out by the Contractor. If those items are already available in Trustees' Schedule of rate, payment will be made on the basis of Trustees' Schedule of rate; otherwise,

(i) The rate of payment of work involving labour & material shall be fixed on the following basis.

a) Cost of materials consumed including transport and wastage, plus
b) Cost of labour actually engaged in the works, plus
c) Taxes and Duties as applicable, plus
d) 16 % on the aggregate of (a) and (b) towards overhead, profit and cess.

(ii) For any work involving only labour, rate of payment shall be fixed on cost of labour actually engaged in the work plus 11 % towards profit and cess.

(iii) For only supply of any material at site, rate of payment shall be fixed on actual cost of material plus transport, loading & unloading (if any) plus 11 % towards profit and cess.

10. Working Period:

As the work is urgent in nature, the work may be carried out round the clock, if necessary, including on Sundays and Holidays with prior permission of the Engineer –in Charge without any extra cost.

11. Time of Completion:

The work is required to be completed within 3 **(three) months** from the date of placement of Work order/ LOI.

12. Escalation:

No escalation variations on the prices of **labour, materials and POL** will be entertained and thus the rate should be quoted with due consideration of the same.

13. Suspension of Work / Idle time:

The matter shall be decided by the **Clauses** as stipulated in **General Conditions of Contract vide** Clause No.**5.11** and other relevant Clauses in this respect. No idle charges on any account like labour and establishment whatsoever due to any reason thereof will be entertained by the Trustees.

14. Water:

i) Water required for construction work will have to be arranged by the Tenderer at their own cost.

ii) KoPT will arrange to provide a source of supply for drinking water at a suitable point free of cost from where the contractor may draw a line for purpose of drinking water only.

Under no circumstances, the contractor would be allowed to use such drinking water for constructional works.

15. Power Supply:

If possible a supply of power shall be made available at required points on payment of usual charges to the Trustees' as per the KoPT Rules. However, it is to be noted that in the event of KoPT fails to make available supply of powers, the Contractor shall have to make his own arrangement for the supply of power at no extra cost to the Trustees'.

16. On A/C. Payments for measurement work:

Tenderers attention is drawn to Clause 6 of the General Conditions of Contract on the relevant subject. The Engineer shall hold sole discretion as regards to release of on A/C. Payment.

17. The successful tenderer will be required to comply with the relevant provisions of Building and other constructions workers (Regulation of Employment and Conditions of Service)Act.1996 and West Bengal building and other constructions workers (Regulation of Employment and Conditions of Service) Act.2004 as well as Building and other constructions workers' Welfare Cess Act.1996 and the rules framed there under.

18. An amount of **Cess** calculated at the rate of **1% of the billed amount** shall be progressively recovered from each running bill as well as from the final bill of the contractor for onward transmission of the same by the appropriate authority. Other statutory deductions will also be made as applicable at the time of payment.

19. If there is any disparity between the quoted rate in percentage and the Tender Amount, the rate quoted in percentage shall prevail as the rate quoted by the tenderer and the Tender Amount shall be derived by adding/subtracting (as the case may be) this percentage with/from the Estimated Value put to tender. Similarly in case of disparity between the rate quoted in figures and in words, the rate quoted in words shall prevail.

20. While quoting the rate it should be noted that the tenderer should on no account overwrite the figures. Any necessary correction should be made by cancelling the original figures and writing the corrected figures on the top. All such corrections should be initialed by the tenderer. If the figures are tampered with, the tender shall be rejected.

21. The work is to be carried out without causing any hindrance to the operational work of the Marine Department/and other departments in the area under work. The tenderer will provide in his rate due allowance for precautionary measures as well as for any possible interruption due to traffic operation.

22. Bidder shall not use 'White Ink' for correction at any place of the tender paper.

23. Non-conformation to the instruction at Point No. 22 above shall be treated as non-responsive and hence, may disqualify the tender.

24. Clarification of Bids:

To assist in the examination and comparison of Tenders, the Employer may, at his discretion, ask any Tenderer for clarification of his Tender, including breakdown of unit rates. The request for clarification and the response shall be in writing, but no change in the price or substance of the Tender shall be sought, offered, or permitted except as required to conform the correction of arithmetic errors discovered by the Employer in the evaluation of the Tenders.

No Tenderer shall contact the Employer on any matter relating to his Tender from the time of the Tender opening to the time the contract is awarded. If the Tenderer wishes to bring additional information to the notice of the Employer, he should do so in writing.

Any effort by the Tenderer to influence the Employer's Tender evaluation, Tender comparison or contract award decisions, may result in the rejection of his Tender.

****

Scope of Work

The work mainly comprises of the followings:

1. Earth work in excavation & filling
2. Reinforced Cement Concrete Work
3. Brick Work
4. Plaster work
5. M.S. Work
5. Painting work
6. Barbed wire fencing work

& other appurtenant works as described and set forth in the Bill of Quantities, special condition of Contract, particular specification of works, specification for materials & workmanship with all additional or varied works which may thereafter be required in accordance with Clause 7 of G.C.C.

The intending Tenderer shall inspect the site of work in consultation with the **Senior Executive Engineer, River Training.** and acquaint himself with the nature of work before preparing his tender. His attention is drawn to **Clause No. 3.1** of the General Conditions of Contract in this regard. No excuse on ignorance as to the site conditions, availability of space for storing materials and approaches to site etc., will be entertained.

Unless otherwise specified, the work to be provided for by the contractor shall include but not be limited to the following:-

- Provide all materials, supervision, services, scaffolding, shoring, strutting, form work, reinforcements, vibrators, other tools and plants, transportation, water supply, temporary drainage, dewatering of surface, necessary approaches, temporary fencing and temporary lighting as required for safety and work purposes etc.
- Prepare and submit for review and assessment to the Engineer working drawings showing how the work is actually going to be done including storage of materials, fencing etc., as well as sequence of construction and all other details as may be required by him.
- To exercise rigid quality control in execution of the work and to carry out sampling, testing, and furnishing the test results to the Engineer for the quality of construction materials and the quality of the work done.
- The contractor shall carry out the work in phased manner as per availability of the site so that normal day to day activities are not affected for which no such extra payment will be entertained.

SPECIAL CONDITIONS OF CONTRACT

1. General :

These conditions are part of the tender documents which must read as a whole, the various sections being complimentary to one another and are to be taken as mutually explanatory. These conditions shall be read in conjunction with the other parts of the tender documents, viz. Trustees' General Condition of Contract, Drawings, if any, and other documents forming part of the Contract.

Unless otherwise specified the work to be provided for by the contractor shall include but not be limited to the following :-

(i) Provide all materials, supervision, testing, services, scaffolding, formwork, reinforcements, temporary drainage, temporary fencing and temporary lighting as required for safety & work purposes etc. for the execution of the work.

(ii) To take all the safety measures like using safety belt, helmet etc. required for such type of work and if required, insure the labourers against any accident which may occur in the course of execution of the job at no extra cost.

(iii) To make good to any damage done to any property during execution of work at no extra cost.

2. **Location of work**.

The worksite is located in the campus of Noorpur At Hooghly Point Station Station, Noorpur, 24 Parganas(South) under Marine department department at about 65 km from Kolkata.

Tenderer must visit the work site and its surrounding before submission of the tender, so that due consideration is given to the local conditions at site. The intending tenderer should contact Senior Executive Engineer (RT) at his office at 51, C.G.R. Road, Kolkata - 700 043 in order to make the site inspection along with his representative.

3. (a) **Materials and Testing.**

All materials required for the job are to be procured by the Contractor at his own cost & shall conform to the relevant I.S specification whenever available. Where such specifications have not been drawn by I.S, best quality materials available in the market shall be supplied. All materials should be brought to the work site sufficiently ahead so that the same may be approved by the Engineer's representative at site before actual documentation in the works.

The contractor shall procure cement from approved dealers/stockists and the same shall be ACC, Ultra-tech, Tata, Grasim or equivalent approved brand. The contractor must produce appropriate document/vouchers in support of the quantity as also of quality of the cement procured.

Testing of any materials including cement, if found necessary, shall have to be carried out at the laboratories to be recommended by the Engineer-in-Charge. No payment will however be made to the Contractor towards charges of such testing. In the event of materials being adjudged substandard, the Contractor shall arrange for immediate removal of such materials from the work site at his own cost.

(b) **Tenderer's' responsibility for material & workmanship.**

The tenderer shall arrange for control of quality of materials and workmanship through running supervision by sufficiently experienced/qualified supervisors engaged by him. The Contractor shall not be relieved from the responsibility for quality and workmanship of any executed work even if it is supervised by KoPT personnel during execution. All executed works are subjected for testing, if considered necessary by the Engineer-in-Charge.

4. Discrepancies in contract documents.

(a) In case of any discrepancies in the tender, the relevant Clause of General Conditions of Contract shall apply and the decision of the Engineer-in-Charge is final and binding on the tenderer regarding interpretation of any Clauses.

(b) In case any discrepancies in Specification , Rate and Unit of B.O.Q. of the tender documents due to the above reason , the actual of the same as per Trustees Scheduled of rates will be prevail over the misprinted/erroneous specification Rate and Unit of B.O.Q. The amount of those Item would be ascertained and rectified accordingly.

5. Water/Lighting arrangement.

The tenderer shall have to make his own arrangement at his own cost to draw water/electricity from the available source up to the work point. In case of non-availability of such supply, the Contractor will have to make his own arrangement for such supply at no extra cost to the Trustees,

6. Site godown and watching:

The contractor has to make his own arrangement for construction of site godown at his own cost for storage of cement and other materials required for the job. He will also arrange for watching the materials during day and night at his own cost. However, the godowns to be dismantled by the contractor leaving the site clean free, all at his own cost after completion of the work. The Trustees' will however, allow the construction of the godown on Trustees' land free of rent during the period of execution of the work.

7. Protection of existing service.

The work site is located at Trustee's Hooghly Point Station under Marine Department .The Contractor should take proper care during execution of works and any damage to the existing structure or service done in the process of new construction should be made good at the cost of the contractor immediately on intimation from the Engineer –in Charge.

8. Method of measurement and payment.

The tenderer shall be paid on actual measurement of the finished work on the basis of quoted rates in the priced Bill of Quantities. It is to be clearly understood that this is not a lump sum tender.

All payments including on-account payments shall be arranged as and when required at the discretion of the Engineer and as provided for in Clause No.6 of the General Conditions of Contract.

9. Escalation & variation of price.

Since the work is required to be completed with in a short period of time, hence no escalation / variation on prices of labour, materials and on any other account will be admissible.

10. Time of completion.

The entire work should be completed within three(3) calendar months from the date of placement of Work order/ LOI.

11. Working Period :

Normally the work will be carried out between 8 A.M & 5 P.M on the Trustees' working day only. In case of any deviation from this, the Contractor shall have to take prior permission from the Engineer-in-Charge.However,the Tenderer should note that he might be required to carry out the job on Sundays ,Holidays and after normal working hours and at night in addition to the normal working hours to expedite the progress of the work. The Tenderer should include in his rates the cost, if any, involved on these accounts.

12. **Employment of Local Resources**.

The Tenderer shall pay special attention to engage the maximum possible number of Engineers, other technical personnel, other workers and labourers from amongst the local people.

13. Labour Regulation & Abolition Act.

The tenderer shall be required to comply with the Minimum Wages Act 1948, Employees Liability Act 1938, Industrial Act 1947 and the Contract Labour (Regulation & Abolition) Act 1970 or Statutory amendment and the modification thereof or any other laws relating thereto and the rules made there under from time to time.

It will be the duty of the tenderer abide by the provisions of the Acts, Ordinances, Rules, Byelaws, Procedures as are lawfully necessary in the execution of the works. The tenderer will be fully responsible for any delay, damage etc. and shall keep the Trustees' Engineer Indemnified against all penalties and liabilities of any kind for non-compliance or infringement of any such Acts, Ordinances, Rules, Regulations, Bye-laws and Procedures.

The tenderer shall indemnify the Trustees against payment to be made under or for the observance of the laws aforesaid without prejudice to his right to claim indemnity from his business associates.

14. Specifications/Codes & Standards.

All works under the contract will be executed according to the spirit of the Trustees' Specification for works. Whenever the details are not specifically covered in the specifications, relevant provisions in the latest revision and/or replacement of the Indian Standard Specifications (I.S.) or any other International Code of Practice/CPWD Specification will be followed. The tenderer shall have to procure copies of such Codes/Standards for ready reference of his own Technical personnel as well as the Trustees' Engineer at site at his own cost and without any additional reimbursement.

15. Plants & Equipment.

All constructional plants and equipment shall have to be supplied by the successful tenderer for completion of the job at his own cost. However, any plant, if available, with the Trustees' rate. Intending tenderer should note that resulting delay due to late deployment as well as deployment of improper/and in adequate plants and equipments in the work will not be considered while considering the extension of time of the tenderer.

16 (a) The successful tenderer will be required to comply with the relevant provisions of Building and other construction workers (Regulation of Employment and Conditions of Service) Act, 1996 and West Bengal Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 2004 as well as Building and Other Construction Workers' Welfare Cess Act, 1996 and rules framed there under.

(b) An amount of cess calculated at the rate of 1% of the billed amount shall be progressively recovered from each running bill as well as from the final bill of the contractor for onward transmission of the same to the appropriate authority.

17. Defect Liability Period:

The defect liability period for the work is 1(one) year from the date of completion. During this period, if any defect arises the contractor is bound to repair the same or take any other action as directed by the Engineer including replacement of the defective portion and redoing the same at his own cost within 7 days in case of repairing and 21 days in case of replacement and re-doing from receipt of such instruction failing which the work may be done by the Trustees' by some other agencies and the cost of which including 191/4 % departmental charges will be recovered from the security deposit or any other dues of the contractor.

18. Forwarding the materials:

The contractor has to transport the dismantled materials to the reclamation area or any other site including forwarding to the Trustees Sales yard or Stores as directed by the Engineer's representative at the site and unloaded at his own cost. No Separate payment will be made to the contractor on this Account.

19. Cleaning on completion:

On completion of the works, the contractor shall reinstate and make good at his own expense any property or land which might have been disturbed and/or damaged by his works. He should also clean the site as required during execution and fully clear the site after completion of all the works.

The Contractor shall forward any usable materials found during the course of construction at the work site or its vicinity to KoPT's stores/ yards, dispose off the debris beyond the Port area all at his own expenses by his own transport and labour and clean out all part of the work and leave everything clean and tidy to the entire satisfaction of the Engineer.

20. (a) Bidder shall not use white ink for correction at any place of the tender paper.

(b) Non-conformation to the instruction at point No. (a) shall be treated as non- responsive and hence, may disqualify the Tenderer.

21. As KOPT is not a Registered Body Corporate, it is not liable to Pay service tax under "Reverse Charge Mechanism" as per Service Tax Law. The service provider is liable to recover service tax as applicable. Reimbursement of service tax will be made to the contractor by KoPT on submission of actual payment of Service Tax at all full rate for the work as per Finance Act,1994".

22. Service tax will be deducted at applicable rate fixed by the Government time to time on the amount of recoveries like L.D, damage, penalty, land rent, electricity charges etc. from the contractors bill.

23. "In case, it is found that in spite of giving undertaking in the checklist, if any tenderer fails to quote and/ or if any particulars furnished in the checklist are found incorrect, they will also be warned.

In case the same enlisted contractors repeat such mistake on second occasion, his fixed security deposit would be forfeited and he will be debarred in participating in future tenders".

24. Micro and small Enterprises firms registered with National Small Industries Corporation (under single point registration Scheme) shall be exempted from payment of cost of tender Document and depositing Earnest Money, for which copy of valid National Small Industries Corporation certificate is to be attached

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कोलकाता पत्तन न्यास
KOLKATA PORT TRUST
सिविल इंजीनियरिंग विभाग/ Civil Engineering Department
वरिष्ठ कार्यकारी अभियंता, अ।र. टी का कार्यालय/
Office of the Senior Executive Engineer, R.T
51 ,सि. जी. आर. रोड , कोलकाता -700043

SCHEDULE – "T"

The Tenderer shall submit below the particulars of Technical set up of company and also indicate the Technical personnel who will be looking after the works.

Name of Technical personnel	Position held	Qualification	Period of service with the company

Dated, the .....2013. (Full Signature of the Tenderer)

कोलकाता पत्तन न्यास
KOLKATA PORT TRUST
सिविल इंजीनियरिंग विभाग/ Civil Engineering Department
वरिष्ठ कार्यकारी अभियंता, अ।र. टी का कार्यालय/
Office of the Senior Executive Engineer, R.T
51 ,सि. जी. आर. रोड , कोलकाता -700043

SCHEDULE – "O"

Tenderers must fill in the undernoted columns:

Sl. No.	Full Particulars of similar works carried out by tenderer	Amount of work	Completion time as stated in tender	Actual Completion time	Name & Address of authorities for whom work was carried out	Name & Address to whom references can be made

SCHEDULE –"O" Sheet – 2

The tenderers are also requested to furnish the following particulars

(A) In case of a Limited Company

1. Name of the Company 2.Address of its present registered office	
3.Date of its incorporation 4.Full name and address of each of its directors any special particulars as to Directors if desired to be stated 5. Name, address and other necessary particulars as to Managing Agents if any appointed by the Company	
6. Copies of Memorandum, Articles of Association (with the latest amendments if any) 7. Copies of audited Balance sheets of the Company for the last three years	

(B) In case of a Firm

1.Name & Address of the firm	
2. When business started 3.If registered, a certified copy of the certificate of Registration	

4. certified copy of the Deed of Partnership	
5. Full Name & Address of each of the partners and the interest of each partners in the partnership, any special particulars as to partners if desires to be stated.	
6. Whether the firm pays income tax over Rs.10, 000/- per year. 7. Copies of audited Balance sheets of the Company for the last three years	

(C) In case of an Individual

1. Full name & address of the tenderer, any special particulars of the tenderer if desired to be stated.	
2. Name of the father of the Tenderer 3. Whether the Tenderer carries on business in his own name or any other name.	
4. When business was started and by whom.	
5. Whether any other person is interested in the business directly or indirectly. If so, name, address etc. of such persons and the nature of such persons and the nature of such interest.	
6. Whether the firm pays income tax over Rs.10, 000/= per year. 7. Copies of audited Balance sheets of the Company for the last three years.	
Dated, the.....2013.	(Full Signature of the Tenderer)

[Format of Affidavit]

On the Rupees Ten Non-Judicial Stamp Paper.

BEFORE THE 1ST CLASS JUDICIAL MAGISTRATE AT ……..

AFFIDAVIT

I……..... son of …… aged about…….... year, by faith …… , by occupation …… residing at ……., do hereby solemnly affirm and declare as follows:-

1. **THAT** I am the proprietor/Partner of ……..……. Having office at ……..…… And carrying on business on the said name and style.

(In case the above Deponent is an enlisted Contractor at Kolkata Port Trust, the same should be mentioned in the affidavit).

2. **THAT** my aforesaid Firm is exempted from E.S.I. Act and the said Firm has no valid E.S.I. Registration.

3. THAT **the present affidavit is to be files before the Kolkata Port Trust as per the Clause No.8 of the** Tender No. RT/TN/----- **dt ----------issued by Kolkata Port Trust in respect of the work**

I) "**Tender for "Repairing, renovation and construction of Outer Marks under URRS Station Budge Budge MAYAPUR REGION (PHASE-I)**

&

II) Tender for "Repairing, renovation and construction of Inner Marks under Jurisdiction of Commander URRS **Station and Budge Budge (PHASE-IV)**

THAT the statements made above are all true to the best of my knowledge and belief.

DEPONENT

Identified by me

[Format of Indemnity Bond]

On the Rupees Fifty Non-Judicial Stamp Paper.

INDEMNITY BOND

By THIS BOND I, Shri/Smt……....., son of Shri/Smt ……..……..Residing at ……..…… by occupation ……....…….. the Partner/Proprietor/Director ……..having office at ……....., am a tenderer under Civil Engineering Department, Kolkata Port Trust (A statutory Body under MPT Act, 1963).

2. **W**HEREAS, the said Kolkata Port Trust had asked the every tenderer, who is not covered under E.S.I. Act or exempted to furnish an Indemnity Bond in favour of Civil Engineering Department, Kolkata Port Trust against all damages and accident to the Labourer Tenderer/Contractor.

3. **N**OW THIS BOND OF INDEMNITY WITNESSTH THAT the Tenderer/Contractor named herein above shall indemnify the Kolkata Port Trust against all damages and accident occurring to the Labourers of the Tenderer/Contractor as demanded by the Kolkata Port Trust and which shall be legal and/or claimed by the Kolkata Port Trust during the execution of the work stated in the **NIT No. RT/TN/** dt. **----------** **.**

4. **A**ND the Contractor hereunder agree to indemnity and at all times keep indemnified the Kolkata Port Trust and its administrator and representative and also all such possible claim or demand for damages and accidents.

In WITNESS WHEREOF I, ...……, the Partner/

Proprietor/Director…….

hereto set and seal this the ……. Day of ……..... in the year ……at ……....

Signature of the Indemnifier

Sureties:

1. Signature:

Name:
Address:

2. Signature

Name:

Address:

Witnesses:

Signature

Name:

Address:

(Proforma of Performance certificate/credential of works)

1.	Name of the Certifying Authority:	
2.	Name of the work :	
3.	Name of the Contractor :	
4.	Schedule date of commencement and completion of the work as per Work Order :	
5.	Date of actual commencement of work & date of actual completion :	
6.	i) If there is time overrun, whether delay is due to the contractor (Yes/No.): ii) If yes, what is the extent of delay attributable to the contractor :	
7.	Sanctioned Tender value & Actual value executed :	
8.	Quality of work (Excellent/satisfactory/poor) :	
9.	Remarks (If any) :	