NOTICE INVITING APPLICATION FOR TENDER

Applications in company’s letterhead are hereby invited by the undersigned, for the works noted below, from reputed, bonafide & resourceful contractors having ability & experience of executing similar types of work in a Multistoried building (not less than 5 floors).


1. Applications are to be addressed to the SECRETARY, W.B.B.S.E., Nivedita Bhavan, Bidhan Nagar, Kolkata-91 and submitted in the drop box with the following.

LAST DATE OF RECEIPT OF APPLICATION : BY 14-00 HRS

I. Documents regarding performance of works in State/Central PWD and other Departments and /or other Public Bodies for a minimum annual value of 10.00 lakhs in a single contract & submitting attested copy/copies of the same duly signed by the tenderer. Only completion certificate/s (not payment certificate) issued by the department shall be entertained.

II. Valid and up-to-date Income Tax, Professional Tax, registration Certificate & submitting attested copies of the same duly signed by the tenderer.

III. Documents in support of average Annual Turn-over of Rs 8.0 lakhs during last 3 financial years (Based on Auditor’s certificate/ IT return)

IV. Document in support of valid PF and ESI registration. (In case the party does not have it now, he should give an undertaking to submit the same within Two month’s time from the date of work order)

The documents as mentioned above are to be self-attested. The name, address, designation and Phone no of the issuer of the certificates are to be clearly indicated along with the credentials to enable the Board to verify the authenticity of the certificates submitted. Kindly note that if any of the certificates submitted by an applicant is found to be false or fabricated at any point of pre-tender or post-tender period, the board may take very stringent action against the offender even upto black-listing the party apart from financial penalty including forfeiture of Earnest Money/Security Deposit etc.

2. Based on the above criteria, internal selection of parties would be made and the selected parties would be intimated to purchase the tender document by depositing the requisite tender price and the documents shall be issued to them only.

Non-fulfilment of any criteria as mentioned above shall render the party as ineligible for the above job. However, merely fulfilling of the criteria shall not automatically qualify any applicant as the Board reserves the right to accept or reject any or all applications without assigning any reason.

Applicant, who gets the permission, shall have to deposit the price of Tender Paper at Cash Counter of the Board through challan form, available in the office of the above mentioned Development Work Consultant, W.B.B.S.E.

3. Along with the tender paper earnest money as mentioned below shall have to be submitted in the form of Bank Draft/ Deposit at call (on Nationalised Bank) drawn/ properly pledged in favour of “West Bengal Board of Secondary Education”. Earnest money of successful tenderer will be converted to a part of Security Deposit and that of others will be released in due course, after finalization of the tender, in favour of the agency/ tenderer who purchased & submitted the same with his tender, without any interest, on prayer.
4. Once issued, Tenderer must go through the tender papers, inspect the site, be well-acquainted with the site condition and environment and satisfy himself about the conditions of contract. No excuse of being ignorant about any of the site conditions at a later date will be entertained in respect of time extension or excess claim.

5. Intending tenderers are to quote their rates & amount against each item of work in the schedule of items of work for item rate tender or quote their rates in the manner at percentage above/below or at par the rates provided in the schedule of items of work prepared & enclosed with the tender form as applicable and total tendered amount both in figure & words. Total @ 10% of the gross amount of the bill will be deducted as security deposit in addition to I.T., Education Cess etc. as per Govt. rule in vogue. Tender paper, specification etc. can be seen in the office of the Development Work Consultant, on all working days during office hours. Authority reserves the right not to issue tender paper to any applicant and not to accept the lowest or any of the tenders.

6. In case of sudden closure of office on any scheduled last date(s) as indicated in this NIT, due to reasons beyond control and understanding, the next working day with the same time will automatically be treated as scheduled Last date(s) & time for the same, if otherwise not notified separately. Receiving of application, sale of tender paper and its subsequent submission will not be allowed beyond the scheduled time & date(s).

7. The right is reserved by the officer inviting this tender to revise or amend the tender documents prior to the date notified for submission of the tender. Such revisions, amendments shall be notified in the form of addendum or corrigendum.

8. Canvassing is strictly prohibited. Tenderers shall submit tender papers in a sealed cover with name of the work, N.I.T. No. and name, address and signature of the tenderer on the sealed cover and drop in the tender box, kept in the office of the DWC or as directed by him on all working days and shall be opened in the above mentioned office in presence of intending tenderers. Date of commencement will be reckoned as will be mentioned in the work order.

9. The Engineer-in-charge for this work shall be the DWC(Dev Work Consultant) or his authorized representative. All pre-tender and post tender correspondences and communication are to be made with the DWC.

<table>
<thead>
<tr>
<th>Name of the work</th>
<th>Earnest Money (Rs)</th>
<th>Price of Tender Paper</th>
<th>Time of Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>SURFACE MAINTENANCE AND ALLIED SERVICES AT NIVEDITA &amp; Derozzo BHAWAN AND ITS SURROUNDINGS INCLUDING ROOF, COURTYARD, APPROACHES AND DRAINS OF WEST BENGAL BOARD OF SECONDARY EDUCATION AT DJ-8, SECTOR - II, BIDHAN NAGAR, KOLKATA - 700091.</td>
<td>25,000.00</td>
<td>500.00</td>
<td>12 (Twelve) Months with a provision of extension for another 18 months</td>
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(ii) Last date of receipt of application 18/03/2013 – 16:00 hrs
(ii) Last Date & time of issue of Tender Papers 19/03/2013 – 16:00 hrs
(ii) Prebid discussion with the parties 20/03/2013 -- 14:00 Hrs.
(iii) Last date & time of dropping of Tender Papers 22/03/2013 -- 14:00 Hrs.
(iv) Date & Time of Opening Tender 22/03/2013 -- 14:30 Hrs.

SECRETARY
W.B.B.S.E.