



WEST BENGAL BOARD OF SECONDARY EDUCATION

NIVEDITA BHAVAN, DJ-8, KARUNAMOYEE, SECTOR-II, BIDHAN NAGAR, KOLKATA-700091.

REVISED NOTICE INVITING TENDER NO. DWC/ K83B/ACM/12-13 Dt. 31-12-12

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) and also having a qualified Civil Engineer (Degree/Diploma-holder) being self or in the payroll.

Name of the Job : **ANNUAL CIVIL MAINTENANCE WORK AT 'NIVEDITA BHAVAN' (G+VIII STORIED BUILDING) & 'DEROZIO BHAVAN' (IV STORIED BUILDING) OF WEST BENGAL BOARD OF SECONDARY EDUCATION AT DJ-8, SECTOR - II, BIDHAN NAGAR, KOLKATA - 700091.**

1. Applications are to be submitted to the **Development Work Consultant, W.B.B.S.E., Nivedita Bhavan, Bidhan Nagar, Kolkata-91 with the following.**

LAST DATE OF RECEIPT OF APPLICATION : 28-01-13 BY 16-00 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 4.0 lakhs in a single contract & submitting attested copy/copies of the same duly signed by the tenderer. (Only completion certificate/s 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 5.0 lakhs during last 3 financial years (Based on Auditor's certificate/ IT return)

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 got 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 (which will be 10% of contract value) 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. 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.

Canvassing is strictly prohibited. If a party has any query or clarification, they are to communicate with the Board either through letter or e-mail. **No applicant is allowed to meet any of the officers of the board in person for any query, clarification, status or even cause of rejection which the department shall not be liable for explanation.** This may render the application of a party disqualified. The selected parties who would be issued tender documents **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 or his authorized representative (for signing letter on behalf of a company other than the Proprietor or Partner or Director, suitable Power of attorney shall be submitted) on the sealed cover** The documents are to be dropped 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.

8. The estimated cost (if published), the date and time of submission of tender, cost of tender paper, amount of Earnest Money and the date of opening would be intimated only to the selected applicants.
9. The Engineer-in-charge for this work shall be the DWC(Development Work Consultant) or his authorized representative. All pre-tender and post tender correspondences and communication are to be made with the DWC.

Name of the work	Earnest Money (Rs)	Price of Tender Paper	Time of Completion
(i)	(ii)	(iii)	(iv)
ANNUAL CIVIL MAINTENANCE WORK AT 'NIVEDITA BHAVAN' (G+VIII STORIED BUILDING) & 'DEROZIO BHAVAN' (IV STORIED BUILDING) OF WEST BENGAL BOARD OF SECONDARY EDUCATION AT DJ-8, SECTOR - II, BIDHAN NAGAR, KOLKATA - 700091.	10,000.00	250.00	12 (Twelve) Months with a provision of extension for another 12 months
(i) Last date of receipt of application		28/01/2013 – 16:00 hrs	
(ii) Last Date & time of sale of Tender Papers		29/01/2013 -- 14:00 Hrs.	
(iii) Last date & time of dropping of Tender Papers		30/01/2013 -- 14:00 Hrs.	
(iv) Date & Time of Opening Tender		30/01/2013 -- 14:30 Hrs.	

NB : The parties who submitted offer against original tender invitation, will be issued Fresh tender paper free of cost. Parties who refused to quote after issue of tender, need not apply.


SECRETARY
W.B.B.S.E.

Copy to : DS(Admin)—with a request to upload the tender notice in the Board's website