



**WEST BENGAL STATE FISHERMEN'S CO-OPERATIVE FEDERATION LTD
BENFISH**

31, G.N. BLOCK, SECTOR – V SALT

LAKE CITY, KOLKATA – 700091

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SHORT NOTICE INVITING TENDER

N.I.T No.:- BENFISH/MD/NIT- 04(e)/2022-23

Memo No: 1285/IV-291/II

Dated: 02-09-2022

Separate tenders are invited by the **Managing Director, Benfish, 31, G.N. Block, Sector – V, Salt Lake City, Kolkata – 700091** on behalf of the West Bengal State Fishermen's Co-Operative Federation Ltd. for the work mentioned in the list of work/s attached here with, through electronic tendering (e-tendering) from eligible and resourceful contractors having sufficient credential and financial capability for execution of work/s of similar nature.

Intending bidders desirous of participating in the tender are to log on to the website benfish.co.in/Tenders (the web portal of the West Bengal State Fishermen's Co-Operative Federation Ltd.) They may also visit the website <https://wbenders.gov.in> for the tender. The tender can be searched by typing the NIT No. in the search engine provided in the website.

Bidders willing to take part in the process of e- tendering are required to obtain Digital Signature Certificate (DSC) from any authorized Certifying Authority (CA) under CCA, Govt. of India viz. NIC, nCode Solution, Safescrypt, e-Mudra, TCS, MTNL, IDRBT, etc. DSC is given as a USB e-Token. After obtaining the Class 2 or Class 3 Digital Signature Certificate (DSC) from the approved CA they are required to register the fact of possessing the Digital Signature Certificates through the registration system available in the website.

Tenders are to be submitted online and intending bidders are to download the tender documents from the website stated above, directly with the help of the e-Token provided. This is the only mode of collection of tender documents. Details of submission procedure are given below under "General terms and conditions and information".

Last Date & Time of Submission of Bids Online is 21 . 09.2022 at 13.00 Hrs.

The intending bidders must read the terms and conditions of the NIT carefully. They should particularly go through the eligibility criteria required and satisfy themselves of the requirements for eligibility. they should only submit their bids if they consider themselves eligible and are in possession of all the documents required.

All information posted on the website consisting of NIT, Price Schedule (BOQ), Corrigendum & Drawings if any shall form part of the tender document.

LIST OF WORK

N.I.T No.:- BENFISH/MD/NIT- 04(e)/ 2022-23

Sl. No.	Name of Project	Amount put to Tender (Rs.)	Earnest Money Deposit (Rs.) 2% of Tender Amount	Time Allowed for Completion
1	Supply of 100 Kg capacity Ice Cans made up of 18 SWG Galvno sheet at Digha Mohana Ice Plant of BENFISH	Rs.801000.00	Rs. 16020.00	50 Days

**Managing Director
West Bengal State Fishermen's Co-Operative Federation Ltd.
(BENFISH)**

GENERAL TERMS AND CONDITIONS AND INFORMATION

1. Eligibility for Participation:

Contractors, Registered Engineers Co-operative Societies, Bona fide Outsiders, Consortiums and Partnership Firms registered with the Central or any State or Union Territory of Union of India and Contractors of equivalent Grade / Class registered with Central Government / MES / Railways for execution of Mechanical / Civil / Electrical works are eligible to participate, depending on the criteria as detailed below.

2. Submission of Tenders:

2.1. General Process of Submission:

Tenders are to be submitted online through the website stated. All the documents uploaded by the Tender Inviting Authority form an integral part of the contract. Tenderers are required to upload all the tender documents along with the other documents, as asked for, through the above website within the stipulated date and time as given in the NIT. Tenders are to be submitted in two folders at a time for each work, one is Technical Proposal and the other is Financial Proposal. The tenderers shall carefully go through the documents and prepare the required documents and upload the scanned documents in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid. They need to fill up the rates of items/ percentage in the BOQ, downloaded for the work, in the designated Cell and upload the same in designated location of Financial Bid. The documents uploaded should be virus scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should specially take note of all the addendum/ corrigendum related to the NIT and upload the latest documents as part of the tender.

2.2. Submission of Earnest Money Deposit (EMD):

The amount of Earnest Money is 2% (Two per cent) of the estimated amount of the concerned work put to tender in favour of WEST BENGAL STATE FISHERMEN'S CO-OPERATIVE FEDERATION LIMITED

Tenderer will select the tender to bid and initiate payment of pre-defined EMD/ Tender Fees for that tender by selecting from either of the following payments modes: (vide Finance Department Memorandum no. 3975-F(Y) Dt. 28/07/2016).

- i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway;
- ii) RTGS/NEFT in case of offline payment through bank accounts in any Bank.

Payment Procedure:

a) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway :

- i. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he / she will select the Bank through which he wants to do the transaction.
- ii. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- iii. Bidder will receive a confirmation message regarding success/failure of the transaction.
- iv. If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government /PSU/Autonomous Body/Local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- v. If the transaction is failure, the bidder will again try for payment by going back to the first step.

b) Payment through RTGS/NEFT:

- i. On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
- ii. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.
- iii. Once payment is made, the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
- iv. If verification is successful, the fund will get credited to the respective pooling account of the Central / State Government /PSU/ Autonomous Body/Local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- v. Hereafter, the bidder will go to e-Procurement portal for submission of his / her / bid.
- vi. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

c) Refund/Settlement Process:

- I. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.
- II. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.
- III. Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.

- IV. If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his / her bank account from which he / she made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.
- V. As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal –
- a) EMD of the L1 bidder for tenders of State Government offices will automatically get transferred from the pooling account to the State Government deposit head “8443-00-103-001-07” through GRIPS along with the bank particulars of the L1 bidder.
 - b) EMD of the L1 bidder for tenders of the State PSUs/Autonomous Bodies/Local Bodies/PRI, etc will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder.
- In both the above cases, such transfer will take place within T+1 Bank Working Days where T will mean the date on which the Award of Contract (AOC) is issued.
- vi. The Bank will share the details of the GRN No. generated on successful entry in GRIPS with the E- Procurement portal for updation.
 - vii. Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account to the Government revenue receipt head “0070-60-800-013-27” through GRIPS for Government tenders and to the respective linked bank accounts for State PSU/Autonomous Body/Local Body/PRI, etc tenders.

All refunds will be made mandatorily to the Bank A/c from which the payment of EMD & Tender Fees (if any) were initiated.

2.3. Technical Proposal:

The Technical Proposal should contain scanned copies and/or declarations in the following standardized formats in two covers (folders).

:

A. Technical Files (Statutory Cover) containing:

- i. Application for Tender (*Vide Form-1*) (*To be submitted in “Forms” folder*)
- ii. Notice Inviting Tender (NIT) (*To be submitted in “NIT” folder*)
- iii. 2911_ii (*To be submitted in Tender document*)

- iv. Average annual turnover from contracting business summary statement of average annual turnover from contracting business for a period of the last five years or during the period since formation of the Firm, if it was set up in less than 5 year period. (*Vide Form-2*). (*To be submitted in "Forms" folder*)

(Scanned copy of power of attorney by the competent authority is to be submitted, if the power is delegated for signing the bid to persons other than the applicant.)

- v. Declaration of not having common interest in the same serial (*Vide Form-4*).

(To be submitted in "Forms" folder)

Note: Tenders will be summarily rejected if any item in the statutory cover is missing

B. My Document (Non-Statutory Cover) containing:

i) Certificates / Documents:

- (a) Professional Tax (PT) Clearance Certificates, IT, ESI, PF, PAN valid up to the date of opening of the tenders. Application for such clearance addressed to the competent authority may also be considered.
- (b) G.S.T Registration Certificate.
- (C) The prospective bidders shall have satisfactorily completed (100% work) as a prime agency during the last 5 (Five) years prior to the date of issue of this Notice, at least one similar work at a cost of not less than 50% (fifty percent) of the estimated amount put to tender. Credential i.e. work order, completion certificate, payment certificate of Public works department of State / Central Govt. Fisheries department or its statutory bodies, Zillah Parisads, Municipal Corporations, HIDCO., or similar nature other Central / State Govt. bodies are preferred.

ii) Company Details:

- a) Registered Deed for Partnership Firm / Consortiums from the concerned Registrar of Assurances. Mere application for registration will not be considered. However, in cases where the applicant is yet to receive registration certificate, the applicant is to submit an affidavit in non judicial stamp paper along with the application pledging that "*the registration certificate of the Consortium/ Partnership Firm would be submitted to the tender Inviting Authority before making agreement with the Tender Accepting Authority in case he is found lowest.*" In case of in-ordinate delay in submitting the document his bid is liable to be rejected and his EMD deposited will stand forfeited to Government. Any change in the constituents of the consortium/ partnership firm should also be registered from the Office of the concerned Registrar of Assurances; prior to the date of application of tender otherwise his application will be rejected.
- b) Trade License for Proprietorship Firms.
- c) Memorandum of Articles for Limited Companies.
- d) Society Registration and Bye-Laws for Cooperative Societies

iii) Balance Sheet:

Audited Balance Sheets of last five financial years (2016-2017, 2017-2018 , 2018-2019, 2019-2020 & 2020-2021), with auditor's certificate regarding annual turnover from contracting business in each year.

Bidders whose annual turnover is less than Rupees One Crore shall need to submit payment certificates obtained from clients and IT return submission certificates for the corresponding years in support of the Form 2 submitted under Statutory cover above.

Note: If the company was set up less than three years ago, audited balance sheet for the no of years Since inception is to be submitted.

iv) Technical Credential:

- 1) The agency should have valid technical credential of having completed similar work within last three years from the date of publication of this NIT amounting to not less than 50% (Fifty percent) of the value of the particular work put to tender as per the enclosed list, under consideration.**

v) Addendum / Corrigendum: (If published)

Note:- *Contractors are to keep track of all the Addendum/Corrigendum issued with a particular tender and upload all the above digitally signed along with the NIT. Tenders submitted without the Addendum/Corrigendum will be treated as informal and liable to be rejected.*

vi) Others:

Any other documents found necessary

Note : Failure of submission of any one of the above mentioned documents will render the Tender liable to summary rejection

2.4. Financial Proposal:

The financial proposal should contain the following document in one cover (folder).

A. Bill of Quantities (BOQ):

The contractor is to quote the rate (percentage above or below) online through computer in the space marked for quoting rate in the BOQ. *(Only downloaded copies of the above documents are to be uploaded, duly virus scanned and digitally signed by the contractor)*

3. Eligibility Criteria:

Contractors are to submit credential of having executed similar work of value not less than 50% of amount put to tender under any Govt. Dept / Central or State PSU / other public authority / Local Body within last 5 years from date of publication of NIT. Completion Certificate(s) submitted by the tenderer should preferably indicate the monetary value of any one or more of such work executed within the last five years.

3.1. General Note:

- a) All Completion Certificates should be supported by BOQ of the work. If the BOQ is not signed by the issuing authority, it should be supported by the certificate of 100% completion of the job from the competent authority in addition to the BOQ of the work.
- b) The tenderer may submit the performance certificate for the up to date work done out of the total work mentioning there the percentage of total work of similar nature issued by the appropriate authority.

4. Completion Certificate:

- a) Completion Certificate/s must contain fully (100%) completed works during the last 5 (five) years prior to issue of the notice of which at least one work of desired technical credential mentioned above, having a magnitude of not less than 50% of the estimated amount put to tender. Payment Certificates to the effect of completion of work may also be considered.
- b) Completion Certificate of work executed under Benfish / Fisheries Department will be considered.
- c) Completion Certificate of works executed under other Departments of Central or any State Government like Public Works & Public Works (Roads) Department/ Irrigation Department/ Public Health Engineering Department, Zilla Parishad, District Board, Autonomous/ Notified Govt. Authority/Council/Board, Municipalities/ Municipal Corporations, or similar other project/ authorities under Central or any State Govt. may also be considered.
- d) Such Completion/Payment Certificates are to be issued by an officer not below the rank of Executive Engineer / Divisional Engineer / District Engineer/ Senior Project Manager, Divisional/Senior Accounts Manager / General Manager/ Managing Director, General Manager (Finance), Divisional/Senior Finance Manager, Drawing & Disbursing Officer, or equivalent ranking officer of Engineering/Technical / Accounts/Finance of the concerned Central or any State / Govt. Dept. / Organizations.

5. Penalty for suppression / distortion of facts:

If any tenderer fails to produce the original hard copies of the documents (especially completion certificates and audited balance sheets), or any other documents on demand of the tender evaluation committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the tender Evaluation Committee upon suggesting suitable punitive measures will bring the matter to the notice of the M D BENFISH immediately and the tenderer may be suspended from participating in the tenders on e- tender platform M D BENFISH for a maximum period 3 (Three) years. In addition, his /her Earnest Money Deposit will stand forfeited to BENFISH. Besides, Benfish may take appropriate legal action against such defaulting tenderer.

6. Taxes & Duties to be borne by the Contractor:

Income Tax, GST, Royalty, Construction Workers' Welfare Cess and similar other statutory levy / cess will have to be borne by the contractor and the rate should be quoted accordingly after consideration of all these charges.

7. Site inspection before submission of Tender:

Before submitting any tender, the intending tenderers should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection of the site and taking into consideration all factors and difficulties likely to be involved in the execution of work in all respect including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local labour and market rate prevailing in the locality etc. and no claim, whatsoever, will be entertained on these account afterwards. In this connection intending tenderers may contact the office of the MD BENFISH, within working hours between 11.30 a.m to 4.30 p.m on any working day prior to date of submission of tenders.

8. Conditional or Incomplete Tender:

Conditional or incomplete tenders are liable to be summarily rejected.

9. Opening and Evaluation of Bid:

A. Opening of Technical Proposals:

- a) Technical proposals will be opened by the tender inviting authority or his / her authorized representative electronically from the website stated above, using their Digital Signature Certificate.
- b) Technical proposals for those tenders whose receipt copy of NEFT/RTGS have been received in 'Draft folder' will only be opened. Proposals corresponding to which receipt copy towards NEFT/RTGS has not been received will not be opened and will stand rejected.
- c) Intending tenderers may remain present during the opening if they so desire.
- d) Decrypted (transformed into readable formats) documents of the Non-statutory Cover will be downloaded and handed over to the Tender Evaluation Committee.

B. Uploading of Summary List of Technically Qualified Tenderers (1st Round):

- a) Pursuant to scrutiny and decision of the Technical Evaluation Committee (TEC), the summary list of eligible tenderers whose Financial Proposals will be considered for the work under particular sl. no. of list of work will be uploaded in the web portals.
- b) While evaluation, the Committee may summon of the tenderers and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these cannot be produced within the stipulated timeframe, their proposals will be liable for rejection

C. Provision for appeal and its disposal

- a) Intending tenderer not satisfied with the decision of the tender Evaluation Committee (TEC) may prefer an appeal to the MD BENFISH in writing (through facsimile / e-mail or speed post) within two working days after the date of uploading of the summary list of the successful tenderers. Copy of such appeal should also be sent to the Tender Inviting Authority of BENFISH.
- b) The Appellate Authority of BENFISH will dispose such appeals by hearing the aggrieved tenderers as well as consulting the Tender Evaluation Committee within next three working days and the tenderer will be communicated accordingly.

D. Final Publication of Summary List of Technically Qualified Tenderers

In case, the Appellate Authority asks the Tender Inviting Authority to consider tender of any of the aggrieved tenderers, who may have preferred appeal, the process of uploading of qualified tenderers will be re-done. Date of opening of financial bid is to be intimated after publication of the final list of technically qualified tenderers.

E. Opening and Evaluation of Financial Proposal

- a) Financial proposals of the tenderers declared technically eligible by the Tender Evaluation Committee will be opened electronically by the Tender Inviting Authority from the web portal stated above on the prescribed date.
- b) The encrypted copies will be decrypted and the rates will be read out to the contractors remaining present at that time.
- c) After opening of the financial proposal the preliminary summary result containing inter alia, names of contractors and the rates quoted by them will be uploaded.
- d) If the Tender Inviting Authority is satisfied that the rate obtained is fair and reasonable and there is no scope of further lowering down of rate he /she may after having necessary comments from the concerned Engineer for the work and after test check to the comparative statement by the G.M. (Finance) attached to the office of the MD BENFISH, upload the final summary result containing the name of contractors and the rates quoted by them against each work after acceptance of the rate by the Tender Accepting Authority.
- e) However, if there is any scope for lowering down of rates in the opinion of the Tender Inviting Authority, he /she may choose to notify all the tenderers through the website to attend sealed bids to be followed by open bids to be held at his office at prescribed date and time, which will be done offline, i.e. as manually, as per prevalent norms.
- f) After holding such bids, final result after acceptance of the rate by the Tender Accepting Authority would be uploaded in the web portal.
- g) The Tender Accepting Authority may ask any of the tenderers to submit analysis to justify the rate quoted by that tender.

10. Bid Validity:

The Bid will be valid for **120 Days** from the date of opening of the financial bid

11. Acceptance of Tender:

Lowest valid rate should normally be accepted. However, the Tender Accepting Authority does not bind himself / herself to do so and reserves the right to reject any or all the tenders.

12. Tender Accepting Authority:

The Managing Director, Benfish will accept any Amount of Tender.

13. Execution of Formal Tender after Acceptance of Tender:

The tenderer(s), whose tender is approved for acceptance, shall within 15 days of the receipt of Letter of Acceptance (LOA) will have to execute 'Formal Agreement' in WB Form No: 2911(ii) with the Tender Accepting Authority, in quadruplicate copies. The terms and conditions as laid down in the different clauses of WB Form No. 2911(ii) will be the part and parcel of the 'Agreement' and binding to the successful tenderer(s) / contractor.

14. Payment:

Payment of RA Bill, final bill for the work will be made according to relevant Govt. norms laid down in Financial Rules of accounting procedures, subject to the availability of fund and no claim for delay in payment will be entertained.

15. Schedule of Dates for E–Tendering

Sl. No.	Particulars	Date & Time
a)	Date of uploading of NIT & other Documents (online) (Publishing Date)	06.09.2022
b)	Documents download start date (Online)	07.09.2022 from 10.00 AM
c)	Documents download end date (Online)	21.09.2022 upto 1.00 PM
d)	Bid submission start date (On line)	07.09.2022 from 10.00 AM
e)	Bid Submission closing date	21.09.2022 upto 1.00 PM
f)	On Line NEFT /RTGS	21.09.2022 upto 1.00 PM
g)	Date ,Time and place of Opening of Technical Bid through the Website https://wbtenders.gov.in	23.09.2022 at 2.00 PM
h)	Uploading of final list Technically Bid qualified bidders	To be notified later
i)	Financial Bid opening date	To be notified later
j)	Uploading of final list financial Bid qualified bidders	To be notified later

Managing Director
West Bengal State Fishermen's Co-Operative Federation Ltd.
(BENFISH)

ADDITIONAL TERMS & CONDITIONS

- 1.** The MD concerned will be the Engineer-in-Charge in respect of the contract and all correspondences concerning rates, claims, change in specification and/or design and similar important matters will be valid only if made by the Engineer-in-Charge. If any correspondence of above tender is made with Officers other than the Engineer-in-charge for speedy execution of works, the same will not be valid unless copies are sent to the Engineer-in-Charge and approved by him. Regarding specification, supervision, approval of materials and workmanship. In case of dispute, the decision of Engineer-in-Charge shall be final and binding.
- 2.** The acceptance of the tender including the right to distribute the work between two or amongst more than two bidders will rest with the competent authority without assigning reason thereof. The accepting authority reserves right to reject any or all tenders without assigning any reason thereof.
- 3.** The Bidder shall have to comply with the provisions of (a) Contract labour (Regulation & abolition) Rules, 1970 (b) Minimum Wages Act 1948 or the modification thereof or any other laws relating thereto as will be in force from time to time.
- 4.** Federation shall not entertain any claim whatsoever from the contractor for payment of compensation on account of idle labour on any ground including non-possession of land.
- 5.** The Government shall not be held liable for any compensation due to machines becoming idle for any circumstances including untimely rains, other natural calamities, strike etc.
- 6.** Imposition of any duty / tax rules etc whatsoever of its nature (after work order / Commencement and completion of the work) is to be borne by the bidder. Original challans of those materials, which are procured by the bidder, may be asked to be submitted for verification.
- 7.** Cess @ 1% of the cost of construction works shall be deducted from the Gross value of the Bill in Terms of Finance Department order No. 853-F dated 01.02.2006. Also it is instructed to register his Establishment under the Act, under the competent registering Authority, i.e. Assistant Labour Commissioner/Dy. Labour Commissioner of the region concerned.
- 8.** No mobilization / secured advance will be allowed unless specified otherwise.
- 9.** GST, Cess, Royalty of Mechanical & Electrical spares, forest product etc, Toll Tax, Income Tax, Ferry Charges and other Local Taxes if any are to be paid by the contractor. No extra payment will be made for these. The rates of supply and finished work items are inclusive of these.
- 10.** All working tools and plants, scaffolding, construction of vats & platforms will have to be arranged by the contractor at his own cost.
- 11.** The contractor shall supply mazdoors, bamboos, ropes, pegs, flags etc. for laying out the work and for taking and checking measurements for which no extra payment will be made.

- 12.** The contractor should see the site of works and tender documents, drawings etc. before submitting tender and satisfy himself regarding the condition and nature of works and ascertain difficulties that might be encountered in executing the work, carrying materials to the site of work, availability of drinking water and other human requirements and security etc. Work on river banks may be interrupted due to a number of unforeseen reasons e.g. sudden rise in water level, inundation during flood, inaccessibility of working site for carriage of materials. The Engineer-in Charge may order the contractor to suspend any work that may be subjected to damage by climate conditions. No claim will be entertained on this account. The contractor will not be entitled to any claim or extra rate on any of these accounts.
- 13.** A machine page numbered Site Order book (with triplicate copy) will have to be maintained at site by the contractor and the same has got to be issued from the Engineer-in-Charge before commencement of the work. Instructions given by inspecting officers will be recorded in this book and the contractor must note down the action taken by him in this connection as quickly as possible.
- 14.** The work will have to be completed within the time mentioned in the tender notice. A suitable work program is to be submitted by the contractor within 7(seven) days from the date of receipt of work order which should satisfy the time limit of completion. The contractor should inform in writing the name of his authorized representative at site within 7 (seven) days from the date of receipt of work order who will receive instruction of the work, sign measurement book, bills and other Govt. papers etc.
- 15.** The contractor will have to apply as per clause 5 of W.B.F. No. 2911(ii) for extension of time, if the work is not commenced or stopped or delayed due to non-receipt of departmental materials or land or due to injunction or public interference etc. No compensation for idle labour, establishment charge or on other reasons such as variation of price index etc. will be entertained.
- 16.** All possible precautions should be taken for the safety of the people and work force deployed at worksite as per safety rule in force. Contractor will remain responsible for his labour in respect of his liabilities under the Workmen's Compensation Act etc. He must deal with such cases as promptly as possible. Proper road signs as per P.W.D. practice will have to be made by the contractor at his own costs while operating a public thoroughfare.
- 17.** The contractor will have to maintain qualified technical employees and/or Apprentices at site as per prevailing Apprentice Act or other Departmental Rules & Orders circulated from time to time.
- 18.** The contractor will have to accept the work program and priority of work fixed by the Engineer-in-Charge so that most vulnerable reach and/or vulnerable items be completed before the date needed by the Department due to impending monsoon or for other reasons.
- 19.** The quantities of different items of work mentioned in the tender schedule or in work order are only tentative. In actual work, these may vary considerably. Payment will be made on the basis of works actually done in different items and no claim will be entertained for reduction of quantities in some items or for omission of some items.

- 20.** The contractor will have to pay the electricity bill for any type of electrical works done by them using electricity from BENFISH. The unit charges will fixed by the Incharge / Project Officer, Digha, BENFISH
- 21.** Any materials brought to site by contractor must be subject to approval of the Engineer-in-Charge. The rejected materials must be removed by the contractor from the site at his own cost within 24 hrs of issue of the order to that effect. The rates in the schedule are inclusive of cost and carriage of all materials to worksite. The materials will have to be supplied in phase with due intimation to the Assistant Engineer concerned in conformity with the progress of the work. For special type of materials, i.e. Geo Synthetic Bags, HDPE Bags, Geo Textile Filter, Geo jute Filter etc. if any, relevant Data Sheet containing the name of the Manufacturers, Test Report etc. will also be submitted in each occasion. Engineer-in-Charge may conduct independent test on the samples drawn randomly before according approval for using the materials at site. In this regard decision of Engineer-in-Charge is final and binding.
- 22.** The contractor shall also have to satisfy the Engineer-in-Charge regarding the proper utilization of materials which have been issued departmentally.
- 23.** An amount of not less than 3% of the total quoted amount of the work, excluding Taxes and Charges, (as may be mentioned in the Work Order / Letter of Acceptance) Shall be deducted from the bill during payment as Security Deposit for a Defect Liability Period of 1 Year from the date of completion of the work. At the end of the defect liability period, the S.D. may be released upon certificate issued by the Engineers.

Managing Director
West Bengal State Fishermen's Co-Operative Federation Ltd.
(BENFISH)

FORM – 1

APPLICATION FOR TENDER

To
The Managing Director
Benfish, 31, G.N. Block,
Sector – V, Salt Lake City
Kolkata – 700091

Tender No.:-

Serial No. of Work applied for:-

Amount put to Tender:-

Dear Sir,

Having examined the Statutory, Non statutory & NIT documents, I/we hereby like to state that I/we willfully accept all your conditions and offer to execute the works as per tender no and Serial no stated above. I/We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated this _____ day of _____ 202__

Full Name of Applicant:- _____

Signature:- _____

In the Capacity of:- _____

Duly authorized to sign bids

For & on behalf of (Name of Firm):- _____
(In block capitals or typed)

Office Address:-

Telephone No(s) (office):- _____

Mobile No.:- _____

Fax No.:- _____

E-mail Id:- _____

FORM – 2

Certificate regarding Summary Statement of Yearly Turnover from Contractual Business

This is to certify that the following statement is the summary of the audited Balance Sheet arrived from contractual business in favour of for the last five consecutive years or for such period since inception of the Firm, if it was set in less than five year's period.

Sl. No.	Financial		Remarks
	Year	Turnover rounded up to two digits after decimal in Lakh Rupees	
1			
2			
3			
4			
5			
Total			

Average Turnover (In Lakh Rupees):

Note:-

1. The year preceding the current financial year is to be considered as Year-1.
2. Average turnover is to be expressed in lakh of rupees, rounded up to two digits after decimal.
3. Average turnover for 5 years is to be obtained by dividing the total turnover by 5.0. If the Firm was set up in less than 5 year's period, consider the turnover for the period from inception to the Year-1. It may be 1.0, 2.0, 3.0 or 4.0. Average turnover is to be obtained by dividing the total turnover by 1.0 2.0, 3.0 or 4.0, as the case may be.
4. In case, the firm was set up in less than 5 year's period, mention the year of inception in the Remark's column.

.....
Signature of the Bidder

FORM – 4

DECLARATION AGAINST COMMON INTEREST

I/We, Sri/Smt _____, the
authorized signatory on behalf of..... do hereby
affirm that I/We/any of the member of
bidding against NIT No. Sl. No. do
not have any common interest either as a partner on any partnership firm / consortium as a
Proprietor / Owner of any other firm in the same serial for the work I / We want to participate.

Dated:

.....
Signature of the Bidder