



सत्यमेव जयते

Govt. of West Bengal  
Department of U D & M A  
Office of the Executive Engineer  
Salt Lake Reclamation Division  
Nirman Bhavan (Second Floor)  
Salt Lake City, Kolkata- 700091  
Phone: +91 33 2337 1404

**NOTICE INVITING e-QUOTATION NO. 02(e)/SE OF 2017-18 OF EXECUTIVE ENGINEER SALT LAKE RECLAMATION DIVISION.**

1.0 e-Quotations are hereby invited for acceptance of the Special Engineer, Salt Lake Reclamation & Development Circle, Department of U D & M A for and on behalf of the Governor of West Bengal, for the works as in the table below from eligible bonafide, reliable and resourceful Quotationers having sufficient experience in execution of similar type of works.

Intending quotationers who desires to participate in the tender are requested to log on to the departmental website [www.wburbandev.gov.in](http://www.wburbandev.gov.in) & Govt. Tender website <https://wbtenders.gov.in> for information about the tender.

**NAME OF WORK: " Comprehensive up keeping and maintenance of Bidhannagar Mela Ground at Salt Lake City."**

**Earnest Money Deposit: Rs. 25,000.00 (Rupees Twenty Five Thousand) only.**

**TIME OF COMPLETION : 1(One) Year.**

2.0 SCOPE OF WORK

The successful bidder will have to undertake the following works.

- Hiring and installation of sanitary and plumbing articles in toilets for smooth and continuous supply of water to all sanitary & plumbing fittings within each toilet block.
- Each toilet block is to be sanitised by using sufficient quantity of acids, phenols, naphthalene balls, bleaching powder etc. as required and should be cleaned properly on regular basis & always to be kept in usable condition.
- Sufficient quantity of 1000 litre overhead PVC water storage tank, 40 mm dia PVC inlet line from pump to overhead reservoir with all fittings/accessories like control valve, union, elbow, tee, short-piece, long screws etc. of approved make and brand as required, 25mm & 20 mm and 15 mm dia PVC delivery line from overhead reservoir to all sanitary and plumbing fittings with all fittings/accessories as required etc. of approved make and brand are to be supplied and installed in order to make such toilet block in usable condition on regular basis and its maintenance throughout entire contractual period.
- Necessary sanitary and plumbing fittings as required such as white glazed chinaware basins, commode, Orissa pattern pan, flat back urinal etc. and PVC stop cock/bib cock, pillar cock, PVC cistern, seat cover, commode shower and all other fittings required for smooth operation of such accessories are to be properly installed and maintained throughout entire contractual period.
- The agency may take out above sanitary and plumbing fittings after end of each event but same are to be properly installed at the commencement of subsequent event. No additional cost will be entertained for this.
- The work also includes Maintenance and up-keeping of grass lawns, raised garden, footpaths in front of fair Ground and back side, car park area by cutting and removing jungles, weeds, creepers etc. including trimming, dressing and proper shaping of trees and plants.
- All raised gardens/landscapes are to be maintained by cutting and removing grass up to a certain height as mentioned, removing of jungles, creepers, weeds etc including trimming and manicuring of existing trees and plants to give a good appearance and look. If necessary new seasonal flowers and plants may be planted and maintained through the entire contractual period.
- Sweeping and cleaning of inside pavements, guard sheds, backside roads, podium floors, walls, footpaths in front of Bidhannagar fair Ground premises should be done on regular basis.

- Backside service road as well as entire fair Ground premises should be free from any filthy material, night soil, wastage materials & garbage etc throughout entire contractual period.
- Cleaning of existing drainage and sewerage lines should be done as and when required in order to ensure fair Ground free from any kind of water logging throughout entire contractual period and removal of sludge so obtained after such operation should be disposed off beyond the Bidhannagar fair Ground premises.

The following structures within Bidhannagar Fair Ground with tentative size/area that are to be maintained with total security for installation & articles( both civil & electrical) throughout the entire contractual period.

SI No.	Description of structures within fair Ground which are to be maintained regularly.	Locations	Tentative size/Area.	Remarks
1.	Cleaning & washing of Toilet Blocks.	Within Bidhannagar fair Ground.	Total approx area = 640.00 sqm.	
2.	Podium	Within Bidhannagar fair Ground.	Total area =355.00 sqm.(approx)	
3.	Inside paved pathway.	Within Bidhannagar fair Ground.	Total area = 8900 sqm.	
4.	Raised Garden.	Within Bidhannagar fair Ground.	Total area = 2040.00 sqm.(approx)	
5.	Service Road	At Backside of fair Ground.	560 m x 7.50 m =4200 sqm. (approx)	
6.	Foot-path	In front of fair Ground.	220.00 m long x 4.0 m wide. = 880 sqm(approx)	
7.	Unpaved grass lawns.	Within Bidhannagar fair Ground.	Total area = 21200 sqm.(approx)	
8.	Back side car parking space along with adjacent service road.	Within Bidhannagar fair Ground.	Total area = 10250 sqm.(approx)	
9.	Total drainage & sewerage system.	Within Bidhannagar fair Ground.	As exists that may be assessed on physical verification at site.	

**ADDITIONAL TERMS AND CONDITIONS**

- I) Bidhannagar fair Ground are to be maintained throughout the contractual period of 1 (One) year.
- (ii) Trees and plants are to trimmed periodically, to give it a good shape and size except grown-up trees.
- (iii) Lawns in the fair Ground are to be properly trimmed and maintained so as to give a good appearance and look.
- (iv) Dry leaves are to be accumulated every day, and kept in a small dug-out and allowed to rot and to be filled up with earth and to be used as manure if required.
- (v) Grown-up trees and it's branches cannot be cut and disposed off without approval of the competent authority.
- (vi) Walkway within the fair Ground including front of entrance and exit gates are to be cleaned every day by weeping and grass & weeds grown between the joints of tiles are to be removed and cleaned periodically if required.
- (vii) Watering of plants and trees on raised landscape/garden as well as in walkways are to be done regularly.
- (viii) Proper care should be taken so as to maintain the existing trees and plants, so that those are not withered away due to improper maintenance. If due to improper maintenance any plants and trees dies, the same is to be replaced by the agency at no extra cost.

(ix) In case of non-functioning of any sanitary fittings/accessories including plumbing line of toilet blocks, for which daily services to the toilet blocks hampered, the same has to be repaired/replaced immediately for smooth functioning of the toilet blocks.

(x) On commencement of the above work, the agency has to provide & install all fittings and accessories as required in order to assure smooth and uninterrupted service to all toilet blocks and shall provide necessary guarding facility to protect all fittings & fixings till expiry of contractual period for which no extra claim will be entertained.

(xi) In case of any loss or damage to the installed fittings/accessories (civil), all responsibility will have to be borne by the agency and the agency will have to repair/replace the same of his own cost for smooth services throughout entire contractual period.

(xii) The identity card of the persons engaged for maintenance are to be issued by the agency and to be duly got authenticated by the E.I.C and should always be kept with them.

(xiii) Stray animals should not be allowed to enter within the fair Ground.

(xiv) No one should be allowed to throw wastage/garbage in the fair Ground and walkways and back side service road.

(xv) No one should be allowed to enter the fair Ground except during commencement of fairs and should be asked to leave the fair Ground except during fair timings.

(xvi) Total security of the articles and installations (both Civil and electrical ) within Bidhannagar fair Ground will be the responsibility of the agency. The agency has to keep strict vigilance regarding safety of all articles and installations (both civil & electrical) kept within fair Ground premises & protect the same throughout entire contractual period.

Sufficient numbers of Security Guards in proper uniform are to be deployed by the agency for 24 hrs in the Mela ground. During change of shift the guard for next shift should report 15 minutes before the commencement of the shift.

Otherwise the guard of the running shift has to continue till the guard of following shift reports. Every security personnel must be replaced by a new one after one month service. The authority will not take any liability or entertain any sort of demands of the security personnel. The agency is sole responsible for every aspect of them.

### 3.0 Submission of Tenders

#### 3.1 General process of submission

Tenders are to be submitted online through the website stated above. 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 in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two folders at a time for the work, one is Technical Bid and the other is Financial Bid. The tenderer 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. He needs 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 must be virus scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should specially take note of all the addendum and corrigendum related to the tender and upload the latest documents as part of the tender.

#### 3.2. Technical Bid

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

##### A. *Technical File ( Statutory Cover ) containing*

- i. *Application for Tender (Vide Form – 1) ( to be submitted in "Forms" folder ).*
- ii. *Tender Form No. 2911 (ii)( to be submitted in "2911" folder ).*
- iii. *Notice Inviting Tender (NIT) to be submitted in "NIT" folder).*
- iv. *Credential Certificate ( to be submitted in "Forms" folder )*
- v. *Declaration of not having common interest between the participating tenderers (vide Form-2) (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**

1. Professional Tax (PT) submission of Challan and PAN Card details. Application for such addressed to the competent authority may also be considered.
2. VAT Registration Certificate (Non production of the document will result in VAT deduction as per prevailing rules).

**ii. Company Details**

1. Registered Deed for Partnership Firm / Consortiums from Registrar of Assurances having office at Todi Mansion, Kolkata. Mere application for registration will not be considered. However, in cases where the applicant is yet to receive registration certificate from Todi Mansion, 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 inordinate 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 at Todi Mansion, Kolkata, prior to the date of application of tender otherwise his application will be rejected.

**Note :** *An affidavit regarding authorized user of DSC for Consortiums and a declaration regarding such authorization for Limited Companies is to be submitted.*

2. Trade License for Proprietorship Firms.
3. Memorandum of Articles for Limited Companies.
4. Society Registration and Bye-Laws for Cooperative Societies.

**iii. Credential**

Clearly stated in the **"Eligibility Criteria"**.

**iv. Addenda / Corrigenda:** 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.*

**v. 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.*

**3.3. Financial Bid**

The Financial Bid should contain the following document in one cover (Folder)

**i. 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, virus scanned and digitally signed by the contractor).*

**4.0 General Terms &Conditions :-**

1. The intending bidders will have to submit self-attested photo copy the following documents without which participation in the bid will be informal.
  - (a) Permanent Account Number (PAN) of Income Tax Department.
  - (b) Vat Registration certificate.
  - (c) Professional Tax registration certificate.
2. The bidder will not be entitled, if found not eligible in the technical bid, to participate in the financial bid.
3. Participation in this bid deems that the applicant is fully agreeable to abide by all terms and conditions as stated in

this notice inviting e-Quotation.

4. The undersigned reserves the right to annul the whole process of e-Quotation without assigning any reason whatsoever.
5. The bidders are bound by the terms and condition of W.B.F No. 2911 along with the specification, notice of e-Quotation along with all enclosures, Special terms & condition, if any and schedule of works etc. Which forms part and parcel of the contract.
6. The period of contract for execution of the work is for 01 (one) year from the date as may be mentioned in the work order, but the contract may be terminated at any point of time in the event of mal-performance of the agency.
7. **BIDS/OFFERS SUBMITTED BY POST OR BY HAND SHALL NOT BE ACCEPTED.**
8. No conditional bid/offer/proposal shall be accepted and shall be deemed as 'informal'.
9. The accepting authority reserves the right to reject any or all the bids/offers/proposals received without assigning any reason whatsoever to the intending participants including lowest bid/offer/proposal received.

**5.0 Earnest money :**

The Earnest money submitted by the lowest bidder/Quotationer, whose bid/quotation is accepted, shall be converted into Security deposit and shall be refunded/returned at the end of contractual period after successful execution of work in the field

- 5.1 The State Government procurement portal has already been integrated with the Payment Gateway of ICICI Bank for deposit of EMD and other fees by the bidders participating in e procurement.

**5.2 Mode of Payment :**

EMD of the bidders for quotation 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 bidders.

Payment in any other form, e.g. NSC, KVP, DD, BC, DD, etc. will not be accepted.

**5.3 Place & Time of submission:**

*In reference to order no. 3975 – F(Y) dated 28.07.2016, The State Government procurement portal has already been integrated with the Payment Gateway of ICICI Bank for deposit of EMD and other fees by the bidders participating in e procurement. Now, in cancellation of this Department Memorandum No. 1526-F(Y) dated 18.03.2014, the Governor is pleased to prescribe the following procedure to be adopted for deposit of EMD / Bid Security related to e- procurement of the State Government Departments and its subordinate offices, PSUs, Autonomous and local Bodies, PRIs, etc.*

**1. Login by bidder:**

- a) A bidder desirous of taking part in a quotation invited by a State Government Office/PSU/Autonomous Body/Local Body/ PRIs, etc shall login to the e-Procurement portal of the Government of West Bengal [https:// wbenders.gov.in](https://wbenders.gov.in) using his login ID and password.
- b) He will select the quotation to bid and initiate payment of pre-defined EMD / Quotation Fees for that quotation by selecting from either of the following payments modes:
  - 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 account in any Bank.

**5.4 Return of Earnest Money of the unsuccessful Quotations(s):-**

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.

- 5.5 Willing bidder will have to quote their rates both in words and figure in the prescribed BOQ online. Validity of Bid is 120(One Two Zero) days.

**6.0 Eligibility to participate :-**

Registered bonafide, reliable and resourceful agencies/firms

*i) having sufficient experience in execution of similar type of works (like up-keeping of Abasan/ Colony / Housing Complex, Office premises, Parks and gardens/Inspection Bunglow premises) having a value of single work does not less than 5.00 (five) lakhs during last 5(five) years*

OR

*ii)having sufficient experience in execution of any civil work like building construction, road works etc. having a value of single work does not less than 20.00(twenty) lakhs during last 5(five) years may participate in this e-Quotation.*

**7.0 Special Terms and Conditions :-**

1. Any corrigendum regarding this NIQ will be uploaded in the website of Urban Development Department i.e. [www.wburbandev.gov.in](http://www.wburbandev.gov.in) along with publication through office notice board. The intending participants are requested to visit the website for any updates etc. in this regard.
2. Payment shall be made on availability of fund.
3. The intending bidders are to quote their offer taking all the above points into consideration and no extra claim whatsoever shall be admissible afterwards.
4. All participants are requested to visit the site and satisfy themselves about local conditions and also other matters that may be required in connection to the work. Such matter should be duly taken care of during the work.
5. For any other information the applicants are requested to visit the office of the undersigned on any working day from 1.00 p.m. to 3.00 p.m. from 25<sup>th</sup> May 2016 to 05<sup>th</sup> June 2016.
6. In case of any complain of negligence against the agency related to execution of work, found valid after verification, an amount @[( Total contractual amount per year / 365 days) x 1.5 times ] per day will be deducted from the bill of the agency as penalty for such negligence and further the Department may terminate the contractual agreement for such poor performance of the agency.
7. Payments will be made quarterly after having given satisfactory service for the previous quarter subject to the availability of fund. In case of delayed payment no extra claim can be made.

**SCHEDULE of Dates for e-Quotation :**

Sl. No.	Activity.	Date & Time.
1.	Publishing Date.	23/05/2017 at 17.00 hrs.
2.	Document Download Start date.	25/05/2017 at 17.00 hrs.
3.	Bid Submission start date.	25/05/2017 at 17.00 hrs.
4.	Document Download end date.	05/06/2017 at 17.00 hrs.
5.	Bid Submission end date.	05/06/2017 at 17.00 hrs.
6.	Technical Bid opening date	08/06/2017 at 14.00 hrs.
7.	Financial Bid opening date.	To be notified later.

**EXECUTIVE ENGINEER  
SALT LAKE RECLAMATION DIVISION**

**FORM - 1**

**APPLICATION FOR TENDER**

To  
The Special Engineer  
Salt Lake Reclamation & Development. Circle  
Urban Development Department

Notice Inviting Tender No. : \_\_\_\_\_  
Amount put to tender:       Rs. \_\_\_\_\_

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 \_\_\_\_\_ 2016

Full name of applicant: \_\_\_\_\_  
Signature: \_\_\_\_\_  
In the capacity of : \_\_\_\_\_

Duly authorized to sign bids for  
and 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**

**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 or any Partnership Firm / Consortium as a Proprietor / Owner of any other firm in the same serial for the work I / We want to participate.

Date : \_\_\_\_\_

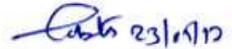
Signature of the bidder

Memo No : 14-19/86/p-4/216(21)

Dated 23/05/2017

Copy forwarded for information & necessary action to:

- 1) The Joint Secretary, Department of U D & M A, Govt. of West Bengal, Nagarayan, Salt Lake, Kolkata.
- 2) The Chief Engineering Advisor, Department of U D & M A (Salt Lake Project), Nirman Bhavan, Salt Lake, Kolkata.
- 3) The Administrator, Bidhannagar. Nirman Bhavan, Salt Lake, Kolkata- 700 091.
- 4) **"Computer cell", Nagarayan, Department of U D & M A, DF-8, Sector – I of Salt Lake City with request to upload the Notice in the Departmental Website www.wburbandev.gov.in**
- 5) The Special Engineer, Salt Lake Reclamation & Development Circle, Nirman Bhavan, Salt Lake, Kolkata- 700 091.
- 6) The Executive Engineer, Salt Lake Construction Division, Nirman Bhavan, Salt Lake, Kolkata- 700 091.
- 7) The Executive Engineer, Bidhannagar Municipal Services Division, Nirman Bhavan, Salt Lake, Kolkata- 700 091.
- 8) The Executive Engineer, Central Mechanical Division, Nirman Bhavan, Salt Lake, Kolkata- 700 091.
- 9) The Executive Engineer, Metropolitan Drainage Division-I, Jalasampad Bhavan, Salt Lake, Kolkata- 700 091.
- 10) The Executive Engineer, Mograhat Drainage Division, Jalasampad Bhavan, Salt Lake, Kolkata- 700 091.
- 11-19) The SDO/ Salt Lake Roads Sub-Division/ Salt Lake Drainage Sub-Division/ Salt Lake Reclamation Sub-Division-I & II/ Salt Lake Survey Sub-Division/ Salt Lake Water Supply Sub-Division/ Salt Lake Sewerage Sub-Division/ Salt Lake Electrical Sub-Division/ Salt Lake Mechanical Sub-Division.
- 20-21) Accounts branch / Office Notice Board.



EXECUTIVE ENGINEER  
SALT LAKE RECLAMATION DIVISION

Additional Terms & Conditions Including Modifications of Clause No. 17 and Clause No. 25 of West Bengal Form No. 2911/2911(i)/2911(ii)

(This bears concurrence of Group – T of Finance (Audit) Department vide their U.O. No. 614; Dated 06.07.2012)

**1) Clause – 17 of Contract of the Printed Tender From shall be substituted by the following:**

Clause 17. – If the contractor or his workmen or servants of authorized representatives shall break, deface, injure or destroy any part of the building in which they may be working or any building, road, road curbs, fence, enclosure, water pipes, cables, drains, electric or telephone posts or wires, trees, grass or grassland or cultivated ground contiguous to the premises on which the work or any part of it is being executed, or if any damaged shall happen to the work from any cause whatsoever or any imperfections become apparent in it any time whether during its execution or within a period of three years after issuance of a certificate of its completion issued by the Engineer –In-Charge shall mend good the same at his own expense, or in default, the Engineer-In- Charge may cause the same to be made good by other workmen and deduct the expense ( of which the certificate of the Engineer-In- Charge shall be final from any sums, whether under this contract or otherwise, that may be then, or at any time thereafter became due to contractor by the Government or from his security deposit, or the proceeds of sale thereof or of a sufficient portion thereof and if the cost, in the opinion of the Engineer – In- Charge(Which opinion shall be final and conclusive against the contractor), or of making such damage or imperfections good shall exceed the amount of such security deposit and /or such sums, it shall be lawful for the Government to recover the excess cost from the contractor in accordance with the procedure prescribed by any law for the time being in force.

The security deposit of the contractor shall not be refunded before the expiry of three years after the issuance of the certificate, final or otherwise of completion of the work by the Engineer-In- Charge.

Provided that the work shall not be deemed to have been completed unless the "Final Bill" in respect thereof shall have been passed and certified for payment by the Engineer-In-Charge.

Provided further that the Engineer-In- Charge shall pass the "Final Bill" and certify thereon, within a period of forty five days with effect from the date of submission there of by the contractor under this contract and shall also issue a separate certificate of completion of work to the contractor with the said period of **forty five days**. The certificate of Engineer-In- Charge whether in respect of the amount payable to the contractor against the "Final Bill" or in respect of completion of work shall be final and conclusive against the contractor. However, the security deposit of the contractor held with the Government under the provision of **Clause-1** hereof shall be refundable to the contractor in the manner provided here under.

- (i) **30%** of the security deposit shall be refunded to the contractor on expiry of **one year** after the issuance certificate of completion of work.
- (ii) Further **30%** of the security deposit shall be refunded to the contractor on expiry of **two years**.
- (iii) The balance **40%** of the security deposit shall be refunded to the contractor on expiry of **three years**.

**N.B-** Provided that in respect of the work of repair or maintenance in nature or a combination thereof, the words “**Three years**” wherever appearing in this clause shall be deemed to be **one year** and in which case the security deposit of the contractor held with the Government under the provision of clause-1 hereof shall be refundable to the contractor on expiry of **one year** after the issuance of certificate of completion of work by the Engineer-IN- Charge.

2) **“Modification of Clause Relating to Settlement of Disputes under Condition of Contracts”:**

Clause 25 for work value more than 100 Lacks of W.B.F. No. 2911/2911(i)/2911(ii) will be read as “Clause 25 – Except where otherwise provided in the Contract all question and disputes relating to the meaning of specifications, design, drawings and instructions therein before mentioned and as to quality of workmanship or materials used on the work or these conditions or otherwise concerning to the work, or after the completion or abandonment thereof shall be dealt with as mentioned hereinafter :

If the Contractor considers any work demanded of him to be outside the requirement of the contract, or disputes in any drawings, record or decision given in writing by the Engineer- in- Charge or any matter in connection with or arising out of the contract or carrying out of the work, to be unacceptable, he shall promptly requested within 15 (fifteen) days to the Chairman of the “Disput Redressal Committee ”shall give its written instruction or decision. Thereupon, the “Disput Redressal Committee” shall give it written instruction or decision within a period of Three (03) months from the date of receipt of the Contractor’s letter.

“ Dispute Redresser Committee in each of the works’ Department should be having the following officials as members :

1.	Additional Chief Secretary / Principal Secretary / Secretary of the Concerned Department.	Chairman
2.	Engineer – in – Charge / Chief Engineer or any officer equivalent rank in the Department	Member
3.	One Designated Chief Engineer / Engineer of the Department to be nominate by the Department concerned	Member Secretary and Convener
4.	One Representative of the Finance Department of the Government not below the Rank of Joint Secretary or Finance Advisor in case of the Works’Department where FA System has been introduced	Member

The Provision will be applicable irrespective of the value of the works to which the dispute may relate.

3) **After Clause 24’** In present printed W.B. Form No. 2911, 2911(i), 2911(ii) of this office/ Division, in **page no. 9, Clause-25** as mentioned here will be included and from **Clause-25 to Clause-29of page 09 and 10** of this Form will have to read as **Clause – 26 to Clause- 30**, as per following table. As per Above, **Clause-17** to be read as in modified form, and applicable for the work.

Sl No.	As mentioned in Presently supplied W.B. Form No. 2911, 2911(i), 2911(ii)	Actually to be read as
1	From Clause 1 to 24	Clause 17 only modified.
2	Within Clause 24 and Clause 25 of Existing / Supplied Form	Clause 25 will be Inserted/ Included
3	Clause-25	Clause- 26
4	Clause-26	Clause- 27
5	Clause-27	Clause- 28
6	Clause-28	Clause- 29
7	Clause-29	Clause- 30

**Executive Engineer  
Salt Lake Reclamation Division**