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Govt. of West Bengal
Urban Development Department
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. 03(e)/SE OF 2016-17 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, Urban Development Department for and on behalf of the Governor of West Bengal, for the supply of furniture as in the table below from Manufacturer's and authorised dealers 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 & Govt. Tender website <https://wbtenders.gov.in> for information about the quotations.

NAME OF WORK: "Supply of Godrej Furniture to be used in the office of the Honourable MIC, UDD at Nagarayan."

TIME OF COMPLETION: 1(One) month.

2.0 SCOPE OF WORK

The successful bidder will have to undertake the following works.

SL. NO.	Items / Model	Quantity
1.	Executive Table Model – S 1070	4 nos.
2.	Executive Chair Model – PCH 7001D	4 nos.
3.	Visitor Chair Model - 1018	8 nos.
4.	18 seater Conference table Model- Senate (with ware manager)	1 no.
5.	High Back Conference Chair Model - Bravo	1 no.
6.	Mid Back Conference Chair Model - Bravo	18 nos.
7.	Lounge Sofa Model – Mldas 3 Seater	7 nos.
8.	Center table Model - Alice	3 nos.
9.	Sliding door unir storage Model – VSDU 2 with wooden top	4 nos.

ADDITIONAL TERMS AND CONDITIONS

- (i) The quoted price should be inclusive of all taxes and duties.
- (ii) The quoted price should be inclusive of all carriage, loading & unloading, lifting etc.
- (ii) The materials should be delivered within stipulated time.
- (iii) The materials will be warranted for the period mentioned by the manufactures.
- (iv) Any types of damaged material will not be accepted by the undersigned. If any damaged found at the time of received should be replaced by new Item.

3.0 **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(ii) 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) month 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.
10. Willing bidder will have to quote their rates both in words and figure in the prescribed BOQ online.
11. Earnest money of Rs. 20,000.00 (Rupees Twenty thousands) only is to be submitted by the participating bidders with their quotation, in the shape of Bank Draft/Pay order/Bankers cheque purchased from any nationalised bank drawn in favour of the Executive Engineer, Salt Lake Reclamation Division, Payable at Kolkata, without which the bid shall be declared as informal. 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. Unsuccessful bidder/quotationer may submit application for refund of their Earnest money deposit to the Executive Engineer, Salt Lake Reclamation Division, and that shall be released after issuance of work order to the lowest bidder, whose bid/quotation is accepted. No adjustment of any short of above mentioned Earnest money previously deposited for other works will be considered.

12. ***Earnest Money Deposit (EMD)***

Scanned copy of Demand Draft (DD) / Banker's Cheque (BC) towards EMD as prescribed in the NIQ, in favour of the Executive Engineer, Salt Lake Reclamation Division, Nirman Bhawan payable at Kolkata (to be submitted in "Drafts" folder). No need to submit original copy of EMD.

13. **Place & Time of submission:**

In reference to order no. 1592 – F(Y) dated 20.03.2014, EMD/Bid security shall be collected as soft copy (scanned copies of the originals) for instructions (cheques / bank draft / bank Guarantee, etc.) and in case of deposit of money it should compulsorily be deposited on – line by the bidders. The L1 bidder shall submit the hard copy of the documents to the tender inviting authority with his acceptance letter of the LOI. Failure to submit the hard copy with the acceptance letter within the time period prescribed for the purpose, may be construed as an attempt to disturb the tendering process and dealt with accordingly legally including blacklisting of the bidder.

14. The original copies of the DD / BC, towards cost of tender documents and Earnest Money Deposit should be submitted in a ***sealed envelope*** in the office of the Executive Engineer, Salt Lake Reclamation Division in the Specified date and time. If the Bidders fails to submit the original copies within the due date and time his quotation will be stand rejected.

Eligibility to participate :-

Registered Manufacture and authorised dealers only may participate in this e-Quotation.

4.0 **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 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 supply.
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 3rd September 2016 to 16th September 2016.

SCHEDULE of Dates for e-Quotation :

Sl. No.	Activity.	Date & Time.
1.	Publishing Date.	02/09/2016 at 17:00 hrs.
2.	Document Download Start date.	02/09/2016 at 17:00 hrs.
3.	Bid Submission start date.	02/09/2016 at 17:00 hrs.
4.	Document Download end date.	16/09/2016 at 17:00 hrs.
5.	Bid Submission end date.	16/09/2016 at 17:00 hrs.
6.	Technical Bid opening date	19/09/2016 12 hrs. onwards.
7.	Financial Bid opening date.	To be notified later.

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 Redressal 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-29 of 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**

Memo No : 8-359/99/p-4/1136(21)

Dated : 02/09/2016

Copy forwarded for information & necessary action to:

- 1) The Additional Chief Secretary, Urban Development Department, Govt. of West Bengal, Nagarayan, Salt Lake, Kolkata.
- 2) The Chief Engineering Advisor, Urban Development Department (Salt Lake Project), Nirman Bhavan, Salt Lake, Kolkata.
- 3) The Administrator, Bidhannagar. Nirman Bhavan, Salt Lake, Kolkata- 700 091.
- 4) "Computer cell", Nagarayan, Urban Development Department, 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) D.A.O – I, Salt Lake Reclamation Division / Office Notice Board.

Y. K. Chatterjee
2/9/16
EXECUTIVE ENGINEER

SALT LAKE RECLAMATION DIVISION