

## **NOTICE INVITING TENDER**

1. Sealed tenders in specified tender forms are invited by the General Secretary, **RIGHT TRACK**, 12D, Debi Chowdhury Road, (Mominpore), Kolkata – 700023. Contact no.9331296610, for the work mentioned in the annexed list, from the eligible contractors as mentioned in the said Annexure. The Contract Documents can be seen at office of the General Secretary, **RIGHT TRACK**, 12D, Debi Chowdhury Road(Mominpore), Kolkata – 700 023. between the hours of 10-00 A.M. to 6-00 P.M. on & from **18<sup>th</sup> July 2023 to 21<sup>st</sup> July 2023 till 6.00 pm**

2. **Eligibility of Contractors** :

The contractors will have to submit documentary evidences of technical credentials as to their eligibility to participate in the tender.

The intending contractors should have completed within stipulated time at least 3(Three) similar nature of work with minimum credential of 60% (sixty percent) of the amount put to tender in a single tender executed during the last calendar year.

In case of Registered Engineers' Co-operatives minimum credential of 80% (Eighty percent) of the amount put to tender in a single tender on similar nature of work executed during the last calendar year.

Only payment certificate / completion certificate issued by the competent authority not below the rank of Executive Engineer will be accepted as valid credential.

3. **Application for issue of tender from** :

A. Applications for purchase of tender forms are to be made in the web site provided by General Secretary, **RIGHT TRACK**, 12D, Debi Chowdhury Road (Mominpore), Kolkata – 700023. on or before the last date of application as mentioned in Annexure. Each application for purchase of tender form is to be accompanied by attested Xerox copies of the following documents :-

- i) PAN Card / Income Tax, GST & Professional Tax clearance certificate from approximate authority valid beyond the date of opening of Tender.
- ii) Technical Credential.
- iii) Partnership Deed in case of Partnership Firm.
- iv) Registration papers, current audit report, (at least up to the 2<sup>nd</sup> last years preceding the current one), copy of Bye-laws, No Objection Certificate of A.R.C.S. in case of Registered Engineers Co-operatives.
- v) Statement showing similar nature of works successfully completed during last five years.



B. Original documents may be asked for verification.

**4. Issuance of Tender Forms :**

All the applications for purchase of Tender Forms received by the General Secretary, RIGHT TRACK, 12D, Debi Chowdhury Road(Mominpore), Kolkata – 700023. will be considered for issuance of tender forms subject to the fulfillment of criterions as per clause 2 & 3 above. The decision of the General Secretary, **RIGHT TRACK**,12D, Debi Chowdhury Road(Mominpore), Kolkata – 700023 will stand final. It can be downloaded from the link [www.righttrack-cal.org](http://www.righttrack-cal.org).

**5. Dropping of Tenders :**

Tenders in sealed covers are to be dropped in the office of The General Secretary, **RIGHT TRACK**, 12D, Debi Chowdhury Road (Mominpore), Kolkata – 700023 on the date specified in the Annexure or eligible tenderers can submit e-tenders for the above mentioned work. Further information if any may be obtained from this office.

**6. Opening of Tenders :**

The tenders will be opened at the scheduled time as mentioned in Annexure, by the General Secretary, RIGHT TRACK, 12D, Debi Chowdhury Road (Mominpore), Kolkata – 700023. in the presence of the tenders or their duly authorized representatives. No subsequent objections whatsoever raised by any participant, not present during the opening of tenders will be entertained.

**7. Earnest Money :**

Each Tenderer will have to deposit with the tender earnest money of 2% tender value of works in any of the following forms:-

- i) Earnest money deposited in S.B.I. or any Nationalized Bank in the shape of Bank Draft in favour of the “RIGHT TRACK” will only be accepted.  
In all such cases the original documents must be affixed with the Tender.
- ii) No Cheques or cash will be accepted as Earnest Money.
- iii) Earnest money in the shape of N.S.C, K.V.P, and N.S.S. will not be accepted.
- iv) Adjustment of Earnest money with previous deposit if any will not be entertained in any case.

**8. Security Money :**

In respect of successful tenders, the deposited earnest money @ 2.00% (two percent) of the amount put to tender will be converted as a part of the Security Deposit & an



additional security @ 8.00% (Eight percent ) of the work value as per accepted rate will be deducted from the progressive bills.

1. The Tenderer should quote his rates both in figures as well as in words for each item.
2. The Tenderer should sign in each page of the tender documents & should write his name & full address in the blank space of last page of the tender forms.
3. Tenders with overwriting, illegible-writing, erasing & incorrectly/ not completely filled are liable to rejection.
4. In the event of tender being submitted by a Partnership Firm it must be signed by each of the partners of the firm or a Power of Attorney holder, as stipulated in the Indian Partnership Act.
5. All the tenders in which any one of the prescribed conditions is not fulfilled, will be rejected.
6. All T & P are to be arranged & supplied by the contractor entrusted with the work.
7. **Acceptance of the tender** will rest with the General Secretary, RIGHT TRACK, 12D, Debi Chowdhury Road (Mominpore), Kolkata – 700023., who does not bind himself to accept the lowest tender & reserves the right to reject any or all the tenders received without assigning any reason. Further right is reserved to award the work in part or in full to the successful contractor.

**ADDITIONAL TERMS & CONDITION**  
**(TO FORM A PART OF THE TENDER DOCUMENT)**

1. a) The works are to be executed as per specification stipulated in the schedule of Rates of the P.W.D. Bankura circle. However provisions in the relevant Indian standard will be followed for items which are not covered by any of the above schedules of rates.  
b) Measurement of works will be taken as per mode of the measurement stipulated in the schedule of rates mentioned in 1 {a} above.
2. a) Intending tenderers should thoroughly read the tender documents including the relevant general and special terms of contract so as to acquire clear & accurate idea about the works to be done. The tender documents & the drawings can be seen in the concerned office.



- b) Before tendering the tenderer should acquaint himself about the site of the works. Particular attention should be given to the following :-
- i) Approach facility to the site.
  - ii) Land for labour camp stack yard for materials & machinery.
  - iii) Availability of water.
  - iv) General site condition Rate should be quoted taking into consideration of all the above aspects.
- No claim whatsoever on account of above factors will be entertained.
3. Every page of the Tender form (Tender documents) is to be signed by the Tenderer as a token of acceptance of all the terms & conditions contained therein. Full signature on the second page of the tender form must be affixed.
  4. All transport shall be arranged by the Contractor himself. All expenses in this connection shall be borne by the contractor.
  5. All construction materials, labour, tools & Plants, machinery & equipment required for execution of the work shall be arranged & supplied by the contractor at his own cost.
  6. The tenderer shall quote his rate inclusive of all statutory taxes, cess, levies etc. including royalty on minor mineral, sales tax etc.
  7. Royalty & cess payment documents from appropriate authority in respect of minor minerals consumed in the work must be submitted to the office as & when called for. In the event of failure to produce these documents sums due on this account as per rule shall be deducted from the Contractor's bill.
  8. No claim for idle labour on any account under any circumstances shall be entertained.
  9. The contractor shall maintain Site Instruction Book at site for noting instructions by the Site Engineer of the Consultant. This book shall have machine numbered pages in triplicate & shall be got duly authenticated by the authorized representative of VAC/ Engineer – in – charge or his representative. The site instruction book shall be deposited to the office on the completion of the work.
  10. **Date of commencement:** From the date of confirmed work order. Mobilization period granted is 7days from the date of issue of work order. Tenders, whose tender is accepted, shall execute formal agreement for execution within 3 days



from the date of communication of acceptance of his tender failing which the tender will be liable to rejection without any further intimation.

11. The contractor will have to arrange at his own cost for approach road to the work site for carriage of construction materials, machinery & equipments required for the work if necessary. Existing roads are to be repaired & arrangements for crossing canals are to be made at his own cost. Regarding damage caused to existing lines of communication are to be made good after completion of the work.
12. **LIQUIDATED DAMAGE:** Before tendering the contractor should clearly understand the scope covered in the tender. In the event of failing to complete the entire works within the stipulated period of completion, the same shall be considered as inadequate performance and the damage shall be recovered from the bill @0.5% per week of delay subjected to a maximum of 5%.  
The day with extra ordinary restriction (wasting whole day work) shall be jointly recorded & given as grace days while arriving at liquidated damages.
13. All the work carried out shall be guaranteed for defect free state of function for a minimum period of one year from the date of handing over.
14. In the event of
  - a) tender paper issued but not purchased or
  - b) tender paper purchased but not dropped i.e. not participated will be taken into account seriously in issuing tender forms in future.
15. Work under the programme are required to be completed within the fixed time period with very high standard of quality. Hence prayer for extension of time will not be entertained.
16. Tenders in which any of the prescribed conditions are not fulfilled will be rejected.
17. Bids may be invited from the participants to lower down the rate further, if necessary, for which no separate notice will be issued.

**N.B.:** The above terms & conditions will be a part of the agreement for the above Work.



**(Md. Ashraf Ali)**  
General Secretary



Issue Date: 18<sup>th</sup> July 2023