

कोलकाता पत्तन न्यास
KOLKATA PORT TRUST
सिविल इंजीनियरिंग बिभाग / Civil Engineering Department
वरिष्ठ कार्यकारी अभियंता, कोलकाता का कार्यालय/
Office of the Senior Executive Engineer, Kolkata
15, स्ट्रैंड रोड, कोलकाता – 700 001/ 15, Strand Road, Kolkata – 700 001
दुरभाष/ Phone: 2230-3451, विस्तार/ Extension: 388, 392

No: CT/2parts/43/2015-16/608

Dated:15.01.2016

NIT NO. CT/2parts/43/2015-16/ Dated:

Sealed tenders are invited from experienced and bonafide registered contractors of Ko.P.T, as well as, non enlisted outside contractors also, for the following work :-

1. Name Of Work :- Tender for "Cleaning and disinfecting of underground Vats, Overhead Fresh water tanks at Head Office building Kolkata Jetty area, Guest House, Maidan Tent and Simurali Rest House for one year from the date of work order.
2. Estimated amount :- ` 2,51,800.00
3. Time of completion :- 12 (Twelve) Months.
4. Earnest Money :- ` 5,040.00(Not required for enlisted contractors)
5. Period of sale of tender document :- From 10:00 AM on 19.01.2016 upto 12:00 P.M on 04.02.2016.
(a) Last date of submission opening of tender :- Submission upto 3.00 PM on 05.02.2016. Opening shortly after 3.00 PM on 05.02.2016.
6. Cost of tender document :- ` 300 per set (non-refundable)

Tender documents can be obtained from the office of the undersigned during office hours on any working day on payment of cost of tender document on application or may be downloaded from the Ko.P.T website before 12 noon of last date of sale.

1. The intending bidder should have successfully completed similar Works like any plumbing & sanitary works and/ or periodical maintenance work and / or Civil Engineering works during last 7 years ending on the last day of the month previous to the one in which applications are invited and the value of completed work(s) should be either of the following :-
 - a) Three completed works each costing not less than the amount equal to 40% of the estimated amount put to tender.
 - b) Two completed works each costing not less than the amount equal to 50% of the estimated amount put to tender.
 - c) One completed work costing not less than the amount equal to 80% of the estimated amount put to tender.

Contd-P-2

No. CT/2parts/43/2015-16/

Dated:

2. The intending tenderer should have average Annual Financial turnover during the last 3 years ending 31st March of the previous financial year of at least 30% of the estimated amount put to tender.
3. The tenders must be submitted along with copy of VAT, ESI Registration Certificate or Affidavit regarding non-applicability of ESI, EPF Registration Certificate, PAN Card, P. Tax Clearance Certificate / Last payment Challan, Indemnity Bond, Trade License, Valid Labour License (if applicable) and documentary evidences in support of Prequalification criteria as mentioned above as stipulated in the tender conditions within the last date and time of submission as given above.

Tenders will be opened in presence of tenderers or their authorised representatives who may wish to be present. In the event of any unforeseen circumstances such as suddenly declared holidays, bandhs, strikes etc. on that day, the tenders may be submitted by 3:00 P.M. on the next working day, and will be opened shortly after 3:00 P.M. on the same day. EXCEPT THIS, THE TENDER SHALL NOT BE EXTENDED IN ANY CASE.

Sr. Ex. Engineer (Kolkata)

Copy to the Chief Engineer through Dy.Chief Engineer-IV for information please.

Copy to the Senior Executive Engineer, KPD/ NSD/ South/ Railways/ RS/ Dev/ RT/ Contract/ Environment/Notice Board for circulation please.

Copy to the F.A. & C.A.O. for information please.

Copy to the Director, P&R (Attn: In Charge Computer Centre). The soft copy of NIT is being sent to you for insertion in Kolkata Port Trust website and the tender shall be sent in due course. Downloading of tender documents shall be blocked after 12 noon 04.02.2016.

Sr. Ex. Engineer (Kolkata)

कोलकाता पत्तन न्यास

KOLKATA PORT TRUST

सिविल इंजीनियरिंग बिभाग / Civil Engineering Department

वरिष्ठ कार्यकारी अभियंता, कोलकाता का कार्यालय/

Office of the Senior Executive Engineer, Kolkata

15, स्ट्रैंड रोड, कोलकाता – 700 001/ 15, Strand Road, Kolkata – 700 001

दुरभाष/ Phone: 2230-3451, विस्तार/ Extension: 388, 392

NOTICE INVITING TENDER

No: CT/2parts/43/2015-16/608

Dated: 15.01.2016

Messrs/ Shri

.....

.....

Dear Sir(s),

Sub: Tender For Cleaning And Disinfecting Of Underground Vats, Overhead Fresh Water Tanks At Head Office Building, Kolkata Jetty Area, Guest House, Maidan Tent and Simurali Rest House For One Year From The Date Of Work Order.

Sealed tenders are invited from resourceful, experienced and bonafide Registered Contractors of KoPT as well as, non enlisted outside contractors also, for the subject work as per following Prequalification Criteria on percentage above/below/at par basis on estimated rates / amount (as shown in Bill of Quantities) in accordance with this Notice Inviting Tender, the General Conditions of Contract, Special Conditions of Contract, Specifications for materials and workmanship and Bill of Quantities for this particular contract.

1. Pre-qualification Criteria:

The intending bidder should have successfully completed plumbing and sanitary works and / or periodic maintenance work and / or civil engineering works during last 7 years ending on the last day of the month previous to the one in which applications are invited and the value of completed work(s) should be either of the following :-

- Three completed works each costing not less than the amount equal to 40% of the estimated amount put to tender.
- Two completed works each costing not less than the amount equal to 50% of the estimated amount put to tender.
- One completed work costing not less than the amount equal to 80% of the estimated amount put to tender.

Estimated amount put to tender ` 2,51,800.00

Earnest Money Deposit :- ` 5,040.00 (Not required for enlisted contractors).

Time of Completion :- 12 (Twelve) months

Cost of tender documents:- ` 300.00 per set (non-refundable)

Period of sale of tender documents:- On any working day from 19.01.2016 to 04.02.2016 during office hours on application from SEE(Kol)'s office OR downloaded from website www.kolkataporttrust.gov.in before 12.00 P.M on 04.02.2016.

Date of submission & opening :- 05.02.2016

Submission :- upto 3.00 P.M

Opening :- Shortly after 3.30 P.M

- B.** The average Annual Financial turnover of the intending tenderer during the last 3 years ending 31st March of the last financial year should be at least 30% of the estimated amount put to tender.
2. The Trustees' General Conditions of Contract, Schedules of Rates may be seen at this office during office hours on any working day. The GCC is also available on Ko.P.T's website. Rest of the tender documents like Special Conditions of Contract, B.O.Q. etc. are attached herewith.
 3. In case of a tenderer who has already deposited a Permanent Security with the KoPT under the new rules, he shall be bound by the Clauses of the General Conditions of the Contract pertaining to Earnest Money and Security Deposits for Registered Contractors.
 4. The tenderer who is tendering beyond his financial limit as per class of enlistment with KoPT, is required to deposit the Earnest Money Deposit in the form of Bankers' cheque / Demand Draft / Pay order in favour of "KOLKATA PORT TRUST" on any Schedule Bank payable at Kolkata before submission of the tender. The original Bankers' cheque / Demand Draft / Pay order must be attached with the tender without which the tender may be disqualified. The tenderer in such a case may also submit the EMD in cash with Trustees' Treasurer and submit the treasury receipt thereof in original with his offer.
 5. The EMD amount will be refunded to the unsuccessful tenderer without any interest. In case of being the successful tenderer, this amount will be adjusted against the Security Deposit as per the relevant clause of the G.C.C. Tender offer without EMD will be rejected.
 6. In case a bidder submits his offer after downloading the tender documents from Ko.P.T's website, he shall have to pay the cost of tender document by draft or by banker's cheque drawn in favour of 'Kolkata Port Trust' at the time of submission of tender offer.
 7. The rate quoted by the tenderer should be complete in all respect and should include all duties, taxes, octroi, royalty, surcharge etc except Service Tax. Reimbursement of service tax will be made to the contractor by Ko.P.T on submission of actual payment of Service Tax at full rate for the work as per Finance Act, 1994.
 8. The rate quoted by the Contractor must be valid up to four months after opening of tender.
 9. While quoting the rate it should be noted that the tenderer should on no account overwrite the figures. Any correction necessary, should be made by cancelling the original figures and writing the corrected figures on the top. All such corrections should be initialled by the tenderer. If the figures are tampered with, the tender shall be liable to be rejected. Bidders **shall not use white ink** for correction in any place of the tender. Non conformation to this instruction shall be treated as non responsive and hence may disqualify the tender.
 10. The tender duly filled in, totalled and signed along with the following documents shall be submitted in sealed cover superscribing the above name of work so as to reach this office within 3:00 P.M. on 05.02.2016. The tender will be opened shortly after 3:00 P.M, on the same day and intending bidders or their authorised representatives may attend the same. In the event of any unforeseen circumstances such as holidays, bandhs, strikes etc., on that day, the tenders may be submitted by 3:00 P.M. on the next working day, and will be opened shortly after 3 P.M. on the same day. All other conditions shall remain the same. Except this, the notice inviting tender shall not be extended under any situation.
 - i. Cost of tender documents (if downloaded from website).
 - ii. Earnest Money Deposit in requisite form (if required).
 - iii. Copy of the documents in support of pre-qualification criteria as mentioned above.
 - iv. Copy of valid Trade Licence.
 - v. Copy of VAT registration certificate.
 - vi. Copy of IT registration certificate / PAN card.

- vii. Copy of professional tax clearance certificate / upto date challan.
 - viii. Copy of ESI registration certificate or an affidavit on ` 10 non-judicial stamp paper regarding non-applicability of the same.
 - ix. Copy of EPF Registration certificate.
11. All the tenderers should submit the above documents along with proforma of checklist attached with the tender documents in a sealed cover. If the tenderer fails to submit such check list duly filled up, the tender would not be considered for opening. If contents of check list turn out to be misrepresentation of facts, then such bids would be rejected even after opening of Price bid with a recorded warning for the bidder.
 12. The tenderer must return the tender document duly filled in and signed in all pages over his office seal. The tenderer shall not impose his own terms and conditions. Such a tender is liable for rejection at the option of the tender inviting authority without further reference to the tenderer.
 13. Micro and Small Enterprises firms registered with National Small Industries Corporation (under single point registration scheme) shall be exempted from payment of cost of Tender Document and depositing Earnest Money, for which copy of valid National Small Industries Corporation certificate is to be attached.
 14. The undersigned does not bind him to accept the lowest or any tender or to assign any reason there for and also reserve the right to accept or reject any or all the tenders in part or whole.
 15. All intending tenderer at the time of tender have to enclose all necessary documents relating to their valid ESI Registration.
 - i) In case they are exempted under ESI Act, they have to furnish the details of such exemption, failing which their tender would be liable to be cancelled. They would furnish necessary documents along with an affidavit on a Non-Judicial stamp paper of Rs.10/= affirmed before a first class Judicial Magistrate to that effect as per enclosed Proforma (Marked Annexure – A) and they must additionally indemnify KoPT against all damages and accident occurring to his labour in a Non – Judicial Stamp Paper worth Rs. 50.00.
The Proforma Indemnity Bond shall have to be collected by the tenderer from the office of the Senior Executive Engineer, Kolkata.
 - iv) The stamp paper for Affidavit & Indemnity Bond may be purchased before the date of N.I.T. but the Affidavit should be sworn after the date of N.I.T. The same should be purchased in the name of tenderer or with the name of Advocate who has signed in the affidavit.
 16. All intending tenderers shall furnish the details of P.F. Registration failing which their tender would be liable to be cancelled.

Senior Executive Engineer (Kolkata)

Tender For Cleaning And Disinfecting Of Underground Vats, Overhead Fresh Water Tanks At Head Office Building, Kolkata Jetty Area, Guest House, Maidan Tent and Simurali Rest House For One Year From The Date Of Work Order.

NIT NO. CT/2parts/43/2015-16/ _____ Dated:

INSTRUCTION TO TENDERER

- 1) The successful tenderer will be required to comply with the relevant provisions of building and other construction workers (Regulation of Employment and Conditions of Service) Act, 1996 and West Bengal Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 2004 as well as Building and Other Construction Workers' Welfare Cess Act, 1996 and the rules framed there-under.
- 2) An amount of Labour Welfare cess calculated at the rate of 1% of the billed amount shall be progressively recovered from each running bill as well as from the final bill of the contractor for onward transmission of the same to the appropriate authority.

2/A) Wages to be paid to the workers on the basis of relevant M.W. Act circular of W.B. Govt. & Central Govt., whichever is higher for the respective category.
- 3) Submission of required documents with tender offer :-
 - (i) The bidders should furnish documents regarding experience criteria and turnover criteria as per clause 1 of NIT along with the tender offer.
 - (ii) When the tender is opened between April to June of any year and the bidder is unable to submit audited accounts of the previous year i.e latest financial year, the bidder may submit audited accounts of the financial year previous to the latest financial year.
 - (iii) In case tender is opened after June of any year and the bidder is unable to submit audited accounts of the previous year i.e latest financial year, the bidder may submit a certificate of turnover issued by the statutory auditor of the company / firm for the latest financial year.
 - (iv) In case a bidder is unable to submit documents required as per NIT along with the tender offer, the bidder should state it clearly on the checklist and submit the same and the Indemnity Bond (if required) within 15(fifteen) days from the date of communication in the matter, failing which the offer shall be evaluated based on the submitted documents.
 - (v) In case a bidder submits valid Professional tax Clearance Certificate / Challan valid for the last completed financial year and not the current one and if he is awarded the contract then it will be the contractor's responsibility to comply with the requirements of the concerned authority during the entire tenure of the contract.
- 4) While quoting the rate it should be noted that the tenderer should on no account overwrite the figures. Any necessary correction should be made by cancelling the original figures and writing the corrected figures on the top. All such corrections should be initialled by the tenderer. If the figures are tampered with, the tender shall be rejected.
- 5) Bidder shall not use 'White Ink' for correction at any place of the tender paper. Non-conformation to the instruction shall be treated as non-responsive and hence, may disqualify the tender.
- 6) The tender shall be evaluated on lowest offer basis.

Tender For Cleaning And Disinfecting Of Underground Vats, Overhead Fresh Water Tanks At Head Office Building, Kolkata Jetty Area, Guest House, Maidan Tent and Simurali Rest House For One Year From The Date Of Work Order.

NIT NO. CT/2parts/43/2015-16/ _____ Dated:

SCOPE OF THE WORK

The scope of the consists of cleaning and disinfecting of underground vats, overhead fresh water tanks at Head Office building, Kolkata Jetty area, KoPT officer's Club and Guest House, Maidan tent and Simurali Rest House and as set forth in the Bill of Quantities. However, the items as well as quantities put to there in the BOQ are provisional ones and may vary as per requirements of site including execution of extra items.

SPECIFICATIONS FOR MATERIALS & WORKMANSHIP.

The materials and workmanship shall satisfy the specifications as given in Trustees' Schedule of Rates for Civil Engineering works as applicable and the job specifications contained in the Bill of quantities of the tender. In absence of the above, relevant Indian standards of latest revision shall be applicable.

In absence of any standard/specification/code of practice covering and part of work related to this tender, instructions/directions of the Engineer will be final and binding on the contractor.

In case of specialised items of work, specifications for which are not available in the documents listed above, the manufacturer's instructions/technical manuals shall be followed.

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NIT NO. CT/2parts/43/2015-16/ _____ Dated:

SPECIAL CONDITIONS OF CONTRACT

1. **General:**-These conditions are part of the tender documents, which must be read as a whole, the various sections being complimentary to one another, and are to be taken as mutually explanatory. Special Conditions of Contract shall be read in conjunction with the General Conditions of Contract, Instructions to Bidders, Bill of Quantities and other documents forming part of this Contract.

Unless otherwise specified the work to be provided for by the contractor shall include but not be limited to the following:

- a) Provide all materials, supervision, testing, services, scaffolding, temporary drainage, temporary fencing and temporary lighting as required for safety and work purposes etc. for the execution of the work.
 - b) To take all the safety measures etc. required for such type of work and if required, to insure the labourers against any accident, which may occur in the course of execution of the job.
 - c) Making good any damage done to any property during execution of work.
2. **Work Site:** The Work site is located at the premises of Head Office building, Kolkata Jetty area of KoPT, KoPT Guest House at Chowringhee Road, Maidan Tent at Maidan and Simurali Rest house at Simurali, dist:-24 Pgs.(N). The tenderer shall visit the site of works and acquaint him with the exact nature, scope and site of work before quoting his rates. No claims for any extra payment will be entertained under any circumstances after opening of the tender on this account. The contractor shall bear in mind that least possible inconvenience are to be created for users of essential facilities located within or in the vicinity of the works site during the tenure of his work.
 3. **Working Period:** Normally the work will be carried out between 8 A.M. to 5 P.M. on the Trustees' working days only. In case of any deviation from this the contractor shall have to take prior permission from the Engineer. However, the tenderer should note that he might be required to carry out the job on Sundays, holidays and after normal working hours and at night in addition to the normal working hours to expedite the progress of the work for which no additional payment shall be made beyond the quoted rate.
 4. **Time of Completion:** The work is perennial in nature and is required to be executed during 12 (twelve) months from the date of placement of Work Order which may be extended as per mutual consent of the tenderer with same terms and conditions of tender.
 5. **Site Godown and Watching:** The contractor shall have to make his own arrangements for construction of site godown (if any) for storage of materials and security thereof during day and night at his own cost. The godown and other temporary structures, if erected, are to be dismantled by the contractor before leaving the site after completion of the work at his own cost to leave the site at its initial condition. The Trustees' will, however, allow the construction of godown on the Trustees' land free of rent during execution of the work.
 6. **Materials and Transport:** All materials required for successful completion of work shall have to be procured and supplied by the successful tenderer at his own cost.

7. **Testing of materials:** - Testing of any material if required, shall have to be carried out at the authorised /renowned testing facilities acceptable to the Engineer's representative. No additional payment will however be made to the contractor towards charges for testing which are not mentioned in the BOQ but to be done as per the codes and specifications.
8. **Supervision:** The contractor shall have to engage sufficient number of qualified and skilled persons to supervise and execute the work. The contractor shall solely be responsible for any defective construction/ rectification as a result of poor supervision.
9. **Escalation/ variation in Prices:** No escalation/ variation on prices of labour as well as materials will be considered for payment.
10. **Errors in the B.O.Q:** In case rate of particular item is printed erroneously in BOQ, the rate stated in the Schedule of rates will prevail over the rate misprinted in BOQ.
11. **Security Restrictions :-** Keeping in mind the security rules and regulations applicable at Trustees' offices / other premises regarding entry and exit, the successful tenderer shall arrange for necessary permit / ensuring identity of workmen as and when required for men , material and vehicle at no extra cost to the Trustees.
12. **Compliance to the Labour Laws and Contract Labour Regulation and Abolition Act, 1970:** The contractor shall be required to comply with the Minimum Wages Acts 1948, Employees Liability Act, 1938, Industrial Dispute Act, 1940 and the Contract Labour (Regulation and Abolition) Act 1970, or statutory amendments and the modifications thereof, any other laws relating thereto and the rules made there under from time to time. The successful bidder i.e. the contractor shall be required to pay the labourers the daily Minimum Wage applicable to Kolkata [i.e area A] as notified through relevant circular of CLC (Central), Govt. Of India issued from time to time in this regard.

It will be the duty of the contractor to abide by the provisions of the Act. Ordinances, Rules, Regulations, Byelaws and Procedures as are lawfully necessary in the execution of the works. The contractor will be fully responsible for any delay / damage etc. and keep the Engineer indemnified against all penalties and liabilities of any kind for noncompliance or infringement of such Acts, Ordinances, Rules, Regulations Bye-laws and Procedures.

The contractor shall indemnify the KoPT against payment to be made under or for the observance of the laws aforesaid without prejudice to his right to claim indemnity from his sub contractor.

The aforesaid regulations shall be deemed to be a part of this contract and any breach thereof shall be deemed to be a Breach of Contract. It will be obligatory on the part of contractor to obtain necessary Labour Licence from the Competent Authority for deploying requisite nos. of labours in the work and submit to the Engineer-in-Charge prior to commencement of the work.

13. Regarding extra, excess / delay / extension of time/ Liquidated damages for delay / Termination of Contract, necessary action shall be taken as per relevant provisions of the Trustees' General Conditions of Contract.

14. **Service Tax:** - As Ko.P.T. is not a registered body corporate, it is not liable to pay service tax under "Reverse Charge Mechanism" as per service tax law. The service provider is liable to recover service tax as applicable. Reimbursement of Service tax will be made to the contractor by Ko.P.T on submission of actual payment of Service Tax at full rate for the work as per Finance Act, 1994.

However the Service tax will be deducted at applicable rate fixed by the government time to time on the amount of recoveries like L.D, damage, penalty, land rent, electricity charges etc. from the contractor's bill.

Tender For Cleaning And Disinfecting Of Underground Vats, Overhead Fresh Water Tanks At Head Office Building, Kolkata Jetty Area, Guest House, Maidan Tent and Simurali Rest House For One Year From The Date Of Work Order.

NIT NO. CT/2parts/43/2015-16/ _____ Dated:

PREAMBLE TO THE BILL OF QUANTITIES

1. The Bill of Quantities must be read along with the General Conditions of Contract, the Special Conditions of Contract and the Bidder is deemed to have examined the above documents and to have thoroughly familiarise himself with the total scope of work and its mode of execution.
2. The quantities given in the Bill of Quantities are approximate only and are given to provide a common basis for tendering. Payment will be made according to the quantities of each item of work actually carried out at the accepted rates as per Order Letter. The Engineer or his Representative shall measure the measurements of each item of work jointly.
3. This being a percentage rate tender, the Bidder shall quote his rates as percentage above / below / at par with the estimated amount put to tender properly based on his own analysis in the '**ABSTRACT FORM OF TENDER**' both in words and in figures.
4. In such cases, if arithmetical error is committed by the tenderer in working out the amount, the tendered percentage shall be taken into account and the amount corrected and the corrections authenticated by the tenderer.
5. When there is a difference between the percentage quoted in words and in figures, the percentage rate which complies with the amount worked out by the tenderer for this amount shall be taken as correct.

**Tender For Cleaning And Disinfecting Of Underground Vats, Overhead Fresh Water Tanks At
Head Office Building, Kolkata Jetty Area, Guest House, Maidan Tent and Simurali Rest House For
One Year From The Date Of Work Order.**

NIT NO. CT/2parts/43/2015-16/ Dated:

BILL OF QUANTITIES

SI No.	Description of Item	Quantity	Rate (P)	Unit	Amount (P)
1.	Cleaning and disinfecting upto 2000 litre water tank including masonry reservoir.	800 nos.	157.00	Each.	1,25,600.00
2.	Cleaning and disinfecting above 2000 litre water tank including masonry reservoir.	1350 Cu.Mtr	89.00	Cu. Mtr.	1,20,150.00
3	Painting block letters or digits in Black Japan or any approved paint as per direction. Size above 7.5 cm and upto 10 cm.	550 nos.	11.00	Each	6,050.00

TOTAL = ` 2,51,800.00

1)% above par
(in figures)

(+) `

.....
(in words)

2) At par

3)% below par
(in figures)

(-) `

.....
(in words)

Total amount in words : Rupees

Note: - The rate quoted shall include all taxes and duties as applicable excluding Service tax. Service Tax will be reimbursed by Ko.P.T on submission of actual payment of Service Tax at full rate for the work as per Finance Act 1994.]

THE BOARD OF TRUSTEES FOR THE PORT OF KOLKATA

FORM OF TENDER

NIT NO. CT/2parts/43/2015-16/ Dated:

To
.....
.....
.....

I/We
of

having examined the site of works, inspected the Drawings and read the Specifications, General & Special Conditions of Contract and Conditions of Tender, hereby tender and undertake to execute and complete all the works required to be performed in accordance with the Specification, Bill of Quantities, General & Special Conditions of Contract and Drawings prepared by or on behalf of the Trustees and at the rates & prices set out in the annexed Bill of Quantities within 12 (TWELVE) months from the date of order to commence the work and in the event of our tender being accepted in full or in part, I/We also undertake to enter into a Contract Agreement in the Form hereto annexed with such alterations or additions there to which may be necessary to give effect to the acceptance of the Tender and incorporating such specification, Bill of Quantities, Drawings and Special & General Conditions of Contract and I/We hereby agree that until such Contract Agreement is executed the said Specifications, Bill of Quantities, Conditions of Contract and the Tender, together with the acceptance thereof in writing by or on behalf of the Trustees shall be the contract.

THE TOTAL AMOUNT OF TENDER `

(Rupees in words)
.....

I/We require days/months preliminary time to arrange and procure the materials required by the work from date of acceptance of tender before I/We could commence the work.

I/We have deposited with the Trustees' Financial Adviser & Chief Accounts Officer, a sum of Rs.....vide Receipt No.....of.....as Earnest Money.

I/We agree that the period for which the tender shall remain open for acceptance shall not be less than four months.

Signature of Tenderer
(Seal of the Tenderer)

Witness :
Signature _____

Name _____
(In Block Letters)

Name of the
Tenderer : _____

Address: _____

Dated: _____

Address: _____

Occupation: _____

To,

**The Sr. Ex. Engineer (Kolkata).
Kolkata Port Trust.**

Reg: NIT NO. CT/2parts/43/2015-16/ Dated:

The following documents are enclosed in the sealed envelope containing our tender in connection with the above NIT. The original of the documents would be shown for verification as and when requested.

1. Cost of tender document (if required).
2. Treasury Receipt , Bankers cheque in original for Earnest money / Copy of Treasury receipt issued against Permanent Security Deposit.
3. Proof of experience and tum over as per pre-qualification criteria.
4. ESI Registration certificate, if applicable

OR

5. An Affidavit in original affirmed before a First Class Magistrate indicating that ESI Act is not applicable on non-judicial stamp paper worth Rs.10/- and Indemnity Bond in original in favour of KoPT drawn on a non-judicial stamp worth of Rs.50/- both as per your given proforma.
6. EPF Registration certificate.
7. The VAT Registration certificate.
8. PAN Certificate.
9. Copy of Labour Licence (if applicable).
10. Copy of Trade Licence.
11. Copy of Professional tax clearance certificate / upto date challan.

Enclo : As above.

Yours faithfully,

(Signature of the Tenderer).

On Rupees Ten Non-Judicial Stamp Paper.

BEFORE THE 1ST CLASS JUDICIAL MAGISTRATE AT

AFFIDAVIT

I..... son of aged about..... year, by faith , by occupation residing at, do hereby solemnly affirm and declare as follows:-

1. **THAT** I am the proprietor/Partner of Having offer at
And carrying on business on the said name and style.

(In case the above Deponent is an enlisted Contractor at Kolkata Port Trust, the same should be mentioned in the affidavit).

2. **THAT** my aforesaid Firm is exempted from E.S.I. Act and the said Firm has no valid E.S.I. Registration.

3. **THAT** the present affidavit is to be files before the Kolkata Port Trust as per the Clause No.11 of the Tender No **NIT NO. CT/2parts/43/2015-16/** **Dated:** issued by Kolkata Port Trust in respect of the work **Tender For Cleaning And Disinfecting Of Underground Vats, Overhead Fresh Water Tanks At Head Office Building, Kolkata Jetty Area, Guest House, Maidan Tent and Simurali Rest House For One Year From The Date Of Work Order.**

4. **THAT** the statements made above are all true to the best of my knowledge and belief.

DEPONENT

Identified by me

On Rupees Fifty Non-Judicial Stamp Paper.

INDEMNITY BOND

BY THIS BOND I, Shri/Smt. _____ son of
Shri/Smt. _____ residing at _____ by
occupation _____, the Partner/Proprietor/Director _____ having office
at _____, am a tenderer under Civil Engineering Department, Kolkata Port Trust
(A Statutory Body under MPT Act, 1963).

2. WHEREAS, the said Kolkata Port Trust had asked the every tenderer, who is not covered under E.S.I. Act or exempted to furnish an Indemnity Bond in favour of Civil Engineering Department, Kolkata Port Trust against all damages and accidents to the Labourer Tenderer/Contractor.

3. NOW THIS BOND OF INDEMNITY WITNESSETH THAT the tenderer/contractor named herein above shall indemnify the Kolkata Port Trust against all damages and accidents occurring to the Labourers of the Tenderer/Contractor as demanded by the Kolkata Port Trust and which shall be legal and/or claimed by the Kolkata Port Trust during the execution of the work stated in the **NIT NO. CT/2parts/43/2015-16/** **Dated:**

4. AND the Contractor hereunder agree to indemnify and at all times keep indemnified the Kolkata Port Trust and its administrator and representative and also all such possible claim or demand for damages and accidents.

IN WITNESS WHEREOF I, _____, the Partner/Proprietor/Director
_____ hereto set and seal this the _____ day of
_____ in the year _____ at _____

Signature of the Indemnifier

Sureties :

1. Name :
Address :

2. Name :
Address :

Witnesses :