



कोलकाता पत्तन न्यास  
KOLKATA PORT TRUST

सिविल इंजीनियरिंग विभाग / Civil Engineering Department  
१५, स्ट्रैंड रोड, कोलकाता- 700001/15, Strand Road, Kolkata- 700001  
मुख्य अभियंता का कार्यालय / Office of the Chief Engineer.

FAX No.033-2230-0413  
E-Mail [calport@vsnl.com](mailto:calport@vsnl.com)

EPBX No.033-2230-3451  
Website- [www.kolkataporttrust.gov.in](http://www.kolkataporttrust.gov.in)

No.KOPT/KDS/CIV/T/2094/323

Date: 23.05.2016

**Tender Notice No.: KOPT/KDS/CIV /T/2094/07**

**Dt.23.05.2016**

Name of Work :- **Tender for "Thorough repairs and renovation of outside & inside including sanitary and plumbing works of building No.18 including outhouses, servant quarters, garages & boundary wall, at Port Land Park Campus"**

Estimated Cost put to tender : **Rs. 28,69,894.86 [approx]**

Earnest Money : **Rs. 57,500.00**

Cost of Tender Papers : **Rs.1500/- (Non refundable)**

Time of completion: **4(Four ) Months**

Last date of download of Tender documents: **02.06.16 (up to 14.00 hours)**

Last date of Submission : **03.06.2016 up to 3 P.M.**

. Details may be obtained from MSTC Website [www.mstcecommerce.com/eprochome](http://www.mstcecommerce.com/eprochome), KoPT website [www.Kolkataporttrust.gov.in](http://www.Kolkataporttrust.gov.in) and Govt. of India website [www.eprocure.gov.in](http://www.eprocure.gov.in)

Date of opening of tender: **03.06.2016 shortly after 3.00 P.M.**

Tender Authority: **Chief Engineer, Kolkata Port Trust  
15, Strand Road, Kolkata-700 001.**

मुख्य अभियंता / Chief Engineer

कोलकाता पत्तन न्यास  
Kolkata Port Trust  
सिविल इंजीनियरिंग विभाग  
CIVIL ENGINEERING DEPARTMENT  
१५, स्ट्रैंड रोड, कोलकाता -७००००१  
15, Strand Road, Kolkata – 700001

NIT No.:KOPT/KDS/CIV/T/2094/07 Dt.23.05.2016

NOTE: Last Date of Purchase of tender documents : **02.06.2016** (up to 12 noon)

**Tender is due for submission by 3:00 P.M.  
On 03.06.2016**

**Techno commercial Bid**

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**Tender for Thorough repairs and renovation of outside & inside including sanitary and plumbing works of building No.18 including outhouses, servant quarters, garages & boundary wall, at Port Land Park Campus"**  
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Date : 23.05.2016  
15, Strand Road,  
Kolkata- 700 001.

A. K. Jain  
Chief Engineer

कोलकाता पोर्ट ट्रस्ट  
Kolkata Port Trust  
सिविल इंजीनियरिंग विभाग  
CIVIL ENGINEERING DEPARTMENT

No.: KOPT/KDS/Civ/T/ 2094/ 07

Date: 23/05/2016

**NIT No.: KOPT/KDS/CIV/T/ 2094 /07**

**Dt. 23/05/2016**

**Tender for Thorough repairs and renovation of outside & inside including sanitary and plumbing works of building No.18 including outhouses, servant quarters, garages & boundary wall, at Port Land Park Campus"**

Sealed tenders are invited from bonafide, resourceful, experienced and reputed firms for the subject work of estimated amount of Rs. **28,69,894.86 (Rupees Twenty Eight Lakh Sixty Nine Thousand Eight Hundred Ninety Four and Paise Eighty Six Only [approx]** as per following Prequalification Criteria on **Percentage above / below /at Par basis on estimated rates / amount as shown in the Bill of Quantities** in accordance with this Notice Inviting Tender, the **General Conditions of Contract**, enclosed **Instruction to Tenderer, Special Conditions of Contract, Technical Specifications for this Work and Bill of Quantities.**

**Prequalification Criteria:**

1. A) Tenderer should have successfully completed similar works like **construction/maintenance civil engineering works including sanitary & plumbing** during last **7[seven] years** ending last day of month previous to the one in which applications are invited should be either of the following :

a) Three similar completed works each costing not less than the amount equal to 40% of the estimated amount put to tender.

b) Two similar completed works each costing not less than the amount equal to 50% of the estimated amount put to tender.

c) One similar completed work costing not less than the amount equal to 80% of the estimated amount put to tender.

B) The average Annual Financial turnover of the intending tenderer during the last **3 years** ending **31<sup>st</sup> March** of the previous financial year should be at least 30% of the estimated amount put to tender.

C) Work experience, as a sub-contractor or supply contractor shall not be considered as the requisite qualification.

D) Tenderer should have valid Electrical license of the appropriate authority.

2. Each tenderer shall have to deposit a sum of **57,500.00 (Rupees Fifty Seven Thousand Five Hundred only)** as Earnest Money in the form of **Bankers' Cheque / Demand Draft / Pay Order**

**drawn** in favour of “**KOLKATA PORT TRUST**” on any Scheduled Bank payable at Kolkata **without which no tender will be considered**. The Bankers’ Cheque / Demand Draft / Pay Order should be submitted together with the sealed tender in a separate envelope. Only those tenders submitted along with the Earnest Money shall be opened.

3. The amount of Earnest Money will be refunded or released to the unsuccessful tenderer without **interest**, after the selection of a successful tenderer and in the case of the successful tenderer this amount will be adjusted against the **Security Deposit**. If any tenderer withdraws his tender before **4(four) months** from the date of opening of the tender (techno-commercial bid), the Earnest Money Deposit will be forfeited by the Trustees.

4. It is impressed upon the tenderer that his tender should be based on the Conditions stipulated in the tender document and that the tenderer should not stipulate his own condition in deviation thereof, as apart from the likelihood of vitiating the tender, such deviations will lead to non-uniformity of tenders and it will be difficult to make assessment of the correct value of the tenders for purposes of comparison. In that event tender may be considered incomplete and may be rejected.

5. Materials, except departmental materials if any, required for the work shall be procured and supplied by the successful tenderer and shall be of the best and approved quality and should comply with the relevant **I.S. / I.R.C./MOST** or other relevant Specifications. The departmental materials if any, will be supplied to the successful tenderer at free of cost but the successful tenderer shall have to procure the said departmental materials from the departmental store / yard at his own cost including supply of labours, vehicles, loading, unloading all complete.

6. The tenderer must fill in **Schedule ‘O’** with full particulars of similar works carried out by them previously and submit in **Schedule ‘T’** the details of technical set up of the Company and the technical Personnel who should be looking after the works.

7. The tenderer shall include in their prices sums payable as Taxes **Particularly, VAT, Royalty or** otherwise to the **Government or Public Bodies or Individual** and such taxes shall not be an extra charge payable by the Trustees’.

8. As KoPT 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.

However the contractor is liable to pay the service tax element at applicable Govt. rate from the bill for recovery against L.D, damage, penalty, land rent, electricity charges etc.same will be deducted from his bill when sent to finance department for payment.

**CENVAT CRITERIA:** In the event of cenvatable bought out items, if any, the contractor is required to ensure that invoices are drawn in the name of contractor and it should be marked “ account KOLKATA PORT TRUST” as per cenvat credit rules and regulations. KoPT would provide the Service Tax Registration No. for availing Cenvat Credit.

As far as possible items to be procured from first/second stage dealer and maintain the above formalities to the extent possible so that KoPT can avail the cenvat credit.

However payment to the contractor for work will be made as per provision in Item – 6 of Preamble to the Bill of Quantities of Price Bid.

9. i) All intending tenderer at the time of tender shall submit necessary documents regarding their registration to ESI & EPF, failing which their tender would liable to be cancelled.

10. The intending tenderer should submit performance certificate/credential of works as per the enclosed Proforma of Ko.PT. (**Format of performance certificate/credential of works is enclosed at the end of the techno-commercial Bid**).

11. The tenderer shall submit certified copy of the **Certificates of VAT Registration No.** and also declare their **Permanent Income Tax Account No.** in the last page of the B.O.Q.

12. The successful tenderer shall be required to execute a **Contract Agreement** to be prepared in the form annexed to the **General Conditions of Contract** together with such modifications as may be necessary within a month from the date of placement of Work Order. He is required to submit **6(six)** Copies of all documents, correspondence and connected papers etc., as detailed in the **Form of Contract Agreement** prepared on **Non-Judicial Stamped Paper** of requisite denominations all at his own cost.

13. The tenders[**Both Techno Commercial Bid & Price Bid**] shall be submitted in sealed covers superscribed the name of work to the **Chief Engineer's Office, Kolkata Port Trust, 15, Strand Road, Kolkata- 700 001(India)** by **3 P.M. on 03.06.2016**. After that no tender will be accepted. Last date of purchase of Tender documents on **02.06.2016 [up to 12 Noon]**.

14. (a) Among the duly submitted proper tenders in which only **Techno Commercial Bid** would be opened at the office of the undersigned shortly after **3 P.M. 03.06.2016**. Date of opening of the **Price Bid** of the Prequalified bidder will be intimated later on. If any tenderer or his duly authorised representative wishes to be present at the time of opening of the tenders, he may do so. In the event of any unforeseen circumstances such as Natural Calamities, Strikes, Bandhs, Holidays etc. on that day, the tenders may be submitted by **3 P.M.** on next working day to be opened shortly thereafter.

(b) Notification for issuance of any Addendum / Corrigendum to the tender document will be given only through website [www.kolkataporttrust.gov.in](http://www.kolkataporttrust.gov.in) and in the local dailies.

15. The undersigned does not bind to accept the lowest or any offer / tender and reserves the right to accept any tender either in part or as a whole and to reject any tender without assigning any reason whatsoever.

16. Tender documents shall be issued from the office of the Chief Engineer at 15, Strand Road, Kolkata-700 001. The Tenderer shall have to deposit with the Trustees' Financial Adviser & Chief Accounts Officer at 15, Strand Road, Kolkata-700 001 a sum of **Rs. 1500/- [Non-refundable]** towards cost of Tender documents.

17. Tenderer may also submit the tender getting down loaded from the Web site of Kolkata Port Trust. In that case the bidding party shall have to pay the amount of **Rs. 1500/- [Non-refundable]** towards the cost of bid document by draft or Bankers' Cheque drawn in favour of "**KOLKATA PORT TRUST**" at the time of submission of tender documents.

18. The tender shall be submitted in one sealed envelope superscribing the name of the work which shall **contain three sealed envelopes, Marked –A, Marked-B and Marked -C** stating clearly in the top envelope that envelope contains three envelopes **Marked –A, B and C** separately in sealed condition.

19. If the offers are not received according to the instructions detailed here above, they shall be liable for rejection. The corrections and remarks shall be either type-written or must be in ink and duly authenticated.

20. Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements and their **EMD will be forfeited for such action.**

21. Once a Bid is submitted, it will not be allowed to be revised.

22. "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."

**The sealed envelope Marked – A shall contain:**

- a) Demand Draft/Pay Order against Earnest Money Deposit in original and TR/ Money Receipt /Demand Draft/Pay Order towards cost of tender documents.  
And
- b) If downloaded from Website, Demand Draft/Pay Order against Earnest Money Deposit in original and Demand Draft/ Pay Order towards cost of tender documents.  
Or,
- c) Copy of valid & up-to-date certificate & supporting documents as per clause no.22 above.

**The sealed envelope Marked – B {Techno-commercial Bid} shall contain:**

- a) The Techno commercial Bid duly signed and sealed on every page with duly filled in 'Schedule– T' and 'Schedule- O' of Techno commercial Bid without any price bid therein.
- b) The General Conditions of Contract of KoPT duly signed and sealed on every page.
- c) Certified copies of the documents in support of experience/performance certificate/credential of works as stated in Pre-Qualification criteria vide Cl.No.1 (A) & 9 above.
- d) Certified copies of PAN Card.
- e) Certified copies of Certificates for VAT Registration No.
- f) Certified copies of ESI Registration Certificates
- g) Last three years balance sheet and profit & loss account in support of Annual Financial turnover as per clause no.1 (B) above.
- h) Certified copies of E.P.F. Registration No.
- i) copy of valid trade license.
- j) Service Tax Registration Certificate(Mandatory)

**The Sealed envelope Marked-C [Price Bid] shall contain:**

- a) Preamble to Bill of Quantities
- b) The Bill of Quantities duly filled in.
- c) The Form of Tender duly filled in as enclosed in the tender document.
- d) All the pages of Price Bid should be duly signed and sealed.

Enclo: Instructions to Tenderer, Scope of Work &  
Special Conditions of Contract, Schedule 'O'  
and Schedule 'T',

**Techno Commercial Bid**

Preamble to Bill of Quantities and Bill of Quantities,  
Form of Tender.

**Price Bid**

A. K. Jain  
Chief Engineer

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CIVIL ENGINEERING DEPARTMENT

**Tender for Thorough repairs and renovation of outside & inside including sanitary and plumbing works of building No.18 including outhouses, servant quarters, garages & boundary wall, at Port Land Park Campus"**

**INSTRUCTION TO TENDERERS**

1. The subject work is required to be carried out with proper supervision, quality control and construction techniques. The tenderers are, therefore, required to go through all the provisions of the tender document including **Special Conditions / Instructions and Bill of Quantities** before filling the tender. In the event of contradiction between either of the two documents; **Special Conditions** will supersede **General Conditions** and **Bill of Quantities** shall supersede **General Specification**.
2. The tenderers shall inspect the site and its neighbourhood and acquaint themselves with actual working condition. Accessibility of the site, source of water and electricity, available working space etc., should be investigated before submitting the tender. All such factors having likely bearing on rates and progress of the work involved should be taken into consideration while submitting the tender. No claim for any extra payment will be considered by reason of any difficulty, which may arise during the progress of this work, which in the opinion of the Engineer could have been foreseen. For such inspection, he may contact the **Senior Executive Engineer (South)** at his office at **51, C.G.R. Road, Kolkata - 700 043**, during office hours.
3. Tenderers' attention is drawn to **Clause 3.4, 3.5, 3.6** of the **General Conditions of Contract** regarding **Earnest Money** and **Security Deposit** prescribed in the tender and **Clause 8.0** regarding **Delay/ Extension of time/ Liquidated Damage/ Termination of Contract**.
4. The Tender / Offer shall be valid for acceptance for a period of **4 (four) months** from the date of opening of the tender (techno-commercial bid).
5. The Engineer reserves the right to delete any item of work or introduce any new item during execution of work, in the tender, if required to be done to complete the work envisaged. The Engineer also reserves the right to delete and / or modify any **Technical Specification** or introduce any new modification for any particular item of work or for the scheme as a whole during execution of work.
6. The tenderer is to work out his rates at **Percentage above par / below par / at par basis** taking into account the full details of works.
7. The tenderer must fill in the **Form of Tender**.
8. **Taxes and Duties:**

**The rate quoted by the tenderer should be considered to complete the work in all respect and should include all taxes, octroi, surcharge etc. (except service taxes) payable to Government or any other concern and no extra payment, whatsoever will be entertained by the Trustees' under any circumstances.**



As KoPT is not a Registered Body Corporate, it is not liable to pay service tax under 'Reverse Charge Mechanism' as per Service Tax Law."

Service Tax, if leviable, will be paid extra by the Trustees as applicable. The bidder shall not include Service Tax in his rates. In case Service Tax is payable, the Contractor will be required to submit necessary bill / challans / invoice in accordance with Service Tax Rules and the Contractor needs to be registered with the **Central Excise/Service Tax Authority** for the service to be rendered and copy of the same shall be submitted to KoPT. On demand, the successful bidder will have to submit documents regarding payment of Service Tax.

#### **9. Rate for payment against extra Items:**

For any unforeseen work not covered under the Bill of Quantities and Condition of Contract, depending on contingent situation at site, if required for successful completion of the work, extra items have to be carried out by the Contractor. If those items are already available in Trustees' Schedule of rate, payment will be made on the basis of Trustees' Schedule of rate including surcharge in force at the time of acceptance of tender, if any, adopted by the Trustees with due regard to the accepted contractual percentage, if any thereon. In all other cases the Engineer shall solely determine suitable rates in the manner as follows:

- (i) The rate of payment of extra work involving labour & material shall be fixed on the following basis.
  - a) Cost of materials consumed including transport and wastage, plus
  - b) Cost of labour actually engaged in the works, plus
  - c) Taxes and Duties as applicable, plus
  - d) 16 % on the aggregate of (a) and (b) towards overhead, profit and cess.
- (ii) For any work involving only labour, rate of payment shall be fixed on cost of labour actually engaged in the work plus 11 % towards profit and cess.
- (iii) For only supply of any material at site, rate of payment shall be fixed on actual cost of material plus transport, loading & unloading (if any) plus 11 % towards profit and cess.

#### **10. Working Period:**

Normally the work is to be carried out from 8.00AM to 5.00P.M. But as the subject work is urgent in nature, the work should be carried out round the clock if necessary. 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 if permitted by **Competent Authority**, without any extra cost to the Trustees. The tenderer should include in his rates the cost, if any, involved on those accounts.

#### **11. Time of Completion:**

The work is required to be completed within **04(four) months** from the date of placement of Work order/ LOI.

#### **12. Escalation:**

No escalation variations on the prices of **labour, materials and POL** will be entertained and thus the rate should be quoted with due consideration of the same.

#### **13. Suspension of Work / Idle time:**

The matter shall be decided by the **Clauses** as stipulated in **General Conditions of Contract vide Clause No.5.11** and other relevant Clauses in this respect. No idle charges on any account like labour and establishment whatsoever due to any reason thereof will be entertained by the Trustees.

#### **14. Water:**

The Contractor will arrange for supply of water both for drinking and for construction purposes. However, on written request from the Contractor, water for drinking purposes may be made available free of cost from the existing water line of the Trustees at a point near the site of work. The contractor will have to arrange for laying pipelines, as necessary, as per approval of the Engineer or his representative, for storing and distributing the same to the work point at his own cost.

- i) Under no circumstances, the contractor would be allowed to use such drinking water for constructional works.
- ii) In any case Dock water will not be allowed to be used for any work including curing.

#### **15. Power Supply:**

If available and if required, suitable power supply may be arranged by the Trustees at the nearest existing supply point of the site of work on receipt of request letter from the Contractor to that effect. All necessary arrangements for the distribution at site will have to be made by the Contractor at his own cost as approved by the Trustees' Plant and Equipment Division.

Charges for consumption of power shall be periodically recovered from the Contractor's Bill at the rates of KoPT as prevalent amended from time to time including installation and hire charges for meters. The Trustees do not guarantee uninterrupted power supply from the above sources and Contractor shall not be compensated for any delay in providing / irregularity of power supply. The Contractor shall have to arrange for the supply of power at his own cost during such periods.

#### **16. On A/C. Payments for measurement work:**

Tenderer's attention is drawn to Clause 6 of the General Conditions of Contract on the relevant subject. The Engineer shall hold sole discretion as regards to release of on A/C. Payment.

**17.** The successful tenderer will be required to comply with the relevant provisions of Building and other constructions workers (Regulation of Employment and Conditions of Service) Act. 1996 and West Bengal building and other constructions workers (Regulation of Employment and Conditions of Service) Act. 2004 as well as Building and other constructions workers' Welfare Cess Act. 1996 and the rules framed there under.

**18.** An amount of **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 by the appropriate authority. Other statutory deductions will also be made as applicable at the time of payment.

**19.** If there is any disparity between the quoted rate in percentage and the Tender Amount, the rate quoted in percentage shall prevail as the rate quoted by the tenderer and the Tender Amount shall be derived by adding/subtracting (as the case may be) this percentage with/from the Estimated Value put to tender. Similarly in case of disparity between the rate quoted in figures and in words, the rate quoted in words shall prevail.

**20.** 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.

**21.** The work is to be carried out without causing any hindrance to the operational work of the Marine Department/and other departments in the area under work. The tenderer will provide in his rate due allowance for precautionary measures as well as for any possible interruption due to traffic operation.

**22.** Bidder shall not use 'White Ink' for correction at any place of the tender paper.

**23.** Non-conformation to the instruction at Point No. 22 above shall be treated as non-responsive and hence, may disqualify the tender.

**24.** The invitation for Bids is open to all eligible bidders meeting the eligibility criteria (Prequalification criteria) as defined in clause no.1 above.

## **25. Clarification of Bids:**

To assist in the examination and comparison of Tenders, the Employer may, at his discretion, ask any Tenderer for clarification of his Tender, including breakdown of unit rates. The request for clarification and the response shall be in writing, but no change in the price or substance of the Tender shall be sought, offered, or permitted except as required to conform the correction of arithmetic errors discovered by the Employer in the evaluation of the Tenders.

No Tenderer shall contact the Employer on any matter relating to his Tender from the time of the Tender opening to the time the contract is awarded. If the Tenderer wishes to bring additional information to the notice of the Employer, he should do so in writing.

Any effort by the Tenderer to influence the Employer's Tender evaluation, Tender comparison or contract award decisions, may result in the rejection of his Tender.

## **For Micro & Small Enterprises (MSEs) registered with NSIC:-**

- 26.1 Micro & Small Enterprises (MSEs) registered with NSIC (under single point registration scheme) are exempted from depositing Cost of Tender Document and Earnest Money.
- 26.2 If Micro & Small Enterprises (MSEs) registered with NSIC intends to participate in the tender, for the items they are not registered with NSIC, then they will have to deposit cost of Tender Document, full amount of Earnest Money as per NIT. Otherwise their offer for those items will not be considered.
- 26.3 Copy of valid NSIC Certificate for MSEs along with DIC's certificate has to be submitted along with bid.

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**CIVIL ENGINEERING DEPARTMENT**

**Tender for Thorough repairs and renovation of outside & inside including sanitary and plumbing works of building No.18 including outhouses, servant quarters, garages & boundary wall, at Port Land Park Campus"**

**Scope of Work**

- (i) The work comprises of the following:- External thorough repairing and renovation works (excluding the work of waterproofing on roof) as directed and as described and set forth in **Bill of Quantities**, including all appurtenant works, additional or varied works which may thereafter be required in accordance with for successful execution of the work.
- (ii) Internal thorough repairing and renovation works including plumbing and sanitary works as directed and as described and set forth in **Bill of Quantities**, including all appurtenant works, additional or varied works which may thereafter be required in accordance with for successful execution of the work.
- (iii) It is to be understood that the work is required to be completed in a time bound manner. **The successful bidder / contractor is required to execute the internal as well as external works concurrently i.e in parallel way so as to complete the entire works within the stipulated time of completion.**

- (iv) Cleaning the site properly during and after completion of work.

The intending tenderer shall inspect the site of work in consultation with **Superintending Engineer (South)** and acquaint him with the nature of work before preparing his tender. His attention is drawn to **Clause No. 3.1** of the General Conditions of Contract in this regard. No excuse on ignorance as to the site conditions, availability of space for storing materials and approaches to site etc., will be entertained.

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, services and other tools and plants, transportation, water supply, temporary drainage, dewatering of surface, necessary approaches, temporary fencing and temporary lighting as required for safety and work purposes etc.
- b) Prepare and submit for review and assessment to the Engineer how the work is actually going to be done.
- c) The Contractor shall at all times carry out work in a manner creating least interference to existing services consistent with the satisfactory execution of the same. The Contractor shall execute the work in accordance with the direction of the Engineer-In-Charge and maintain during the execution of the work, a passage for traffic part of the existing carriage way.

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**SPECIAL CONDITIONS OF CONTRACT**

**1) General :**

Except where otherwise stated or approved by the Engineer, Relevant Indian Standard Specifications (latest edition), Road Congress Specifications (latest edition) shall be complied with in respect of materials, workmanship and method of measurement etc. The Special Condition of Contract 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. These conditions shall be read in conjunction with other part of tender documents, viz. General Condition of Contract, General specification for materials and workmanship, drawing, Bill of Quantities and other instructions to the tenderer herein in the tender document forming part of the contract.

**2) Project Information:**

i) Owner:	<b>KOLKATA PORT TRUST</b>
ii) Title:	<b>Tender for Thorough repairs and renovation of outside &amp; inside including sanitary and plumbing works of building No.18 including outhouses, servant quarters, garages &amp; boundary wall, at Port Land Park Campus"</b>
iii) Location:	18, Port Land Park Qrts.
iv) Road access:	D.H. Road

**3). Work Site:** The work site is located at **18, Port Land Park Qrts.** of Kolkata Port Trust . Tenderer must visit the work site and its surrounding before submission of the tender, so that due consideration is given to the local conditions at site. The intending tenderer should contact **Senior Executive Engineer (South) at his office at 51, C.G.R. Road, Kolkata - 700 043** in order to make the site inspection along with his representative.

**3) Sufficiency of Tender:**

i) The tender drawings and all data / information as furnished herein or inspected and / or collected by the tenderer for the purpose of the work should be properly assessed, interpolated or utilised in his offer at his own responsibility and KoPT does not guarantee sufficiency or adequacy of the data / information so supplied to him or collected or understood by the tenderer.

ii) The Contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the rates stated in the priced Bill of Quantities and the rates shall cover all his obligations under the contract and all matters and things necessary for the proper construction, completion, commissioning and maintenance of the work.

iii) In case rate of particular item is printed erroneously in B.O.Q., the rate stated in the schedule of rates will prevail over the rate misprinted in B.O.Q.

iv) The essential prequalification criteria of a contract should be determined by the financial capacity and experience of the tenderer.

#### **4) Responsibility of the Contractor for methodology of works:**

i) The Contractor shall be solely responsible for the methodology and detailed working for the whole of the works, keeping in mind the site conditions and shall supply to the Engineer such particulars thereof as he may require from time to time.

ii) The Contractor shall submit within the time stipulated by the Engineer in writing, the details of actual methods that would be adopted by the Contractor for the execution of each item of the work supported by necessary details.

iii) Approval, for the Drawings and sketches, if necessary including those of the plant and machinery that would be used, their locations, arrangements for conveying and handling materials etc., should be obtained from the Engineer well in advance for starting each item of work. The Engineer reserves the right to suggest modifications or make concrete changes in the methods proposed by the Contractor whether accepted previously or not at any stage of the work, to obtain the desired accuracy, quality and progress of the work, which will be final and binding on the Contractor.

#### **5) Quality Control:**

Quality control is an essential part in the construction of and must be based on proper objective and qualitative measurement. The Contractor will have the full responsibility for quality control and delivering the acceptable quality in the field. Regular appraisal of the quality control to the Engineer should be made for effecting improvements in the construction techniques to ensure satisfactory quality of work.

The quality control function shall include but not be limited to the following items.

##### **a) Sampling and Testing of Construction Materials:**

Essentially to be carried out on the materials brought to site for construction work unless permitted otherwise by the Engineer.

##### **b) Sampling and Testing of work at various stages of construction:**

Essentially to be carried out in the field, unless permitted otherwise by the Engineer.

#### **7) Setting out of work and initial measurements:**

The Engineer shall provide the initial reference and Bench Mark for the setting out of work. It will be the contractor's responsibility to set out the work accurately and get them checked by the Engineer. The Contractor shall provide at his own expense all necessary instruments, staff and labour for the checking of the survey.

The Contractor shall be responsible for the true setting out of the work and for the correctness of all dimensions, levels, lines, positions and alignment. Any error in any part of the works shall be rectified by the Contractor at his own cost. The Contractor would set up inspection facilities at Site at his own cost.

**8) Method of Measurement:**

The Contractor shall be paid on actual measurement of the finished work on the basis of his quoted rates in the priced bill of quantities. It is to be clearly understood that this not a lump sum tender.

**9) Codes and Standards:**

All works under this specification will be executed according to the spirit of this technical specification. Whenever the details are not specifically covered in the Specifications, relevant provisions in the latest revision and / or replacements of the Indian Road Congress (IRC) / Indian Standard (IS) Specifications and International Code of Practice will be followed. The Contractor shall have to procure copies of such codes/standards for ready reference of his own Technical personnel as well as the Trustees' Engineers at site at his own cost and without any additional reimbursement.

**10) Materials & Workmanship:**

All materials, unless otherwise mentioned, shall have to be procured by the successful tenderer and supplied for incorporation in the permanent and temporary works or elsewhere as required, all at his own cost, superintendence and management. All materials and workmanship shall be the best if the respective kinds described in the contract and in accordance with the Engineer's instructions and shall be subjected from time to time to such tests as the engineer may direct at the place of manufacture or fabrication or on the site or at all or any of such places, including any approved testing laboratory.

**11) Safety:**

The contractor shall follow all safety precautions for prevention of injury or accidents and safeguarding human lives and property. Dock safety regulations shall be strictly observed and safety officers of the KoPT accorded all facilities for inspection of the Works, Plants & Equipments etc, whenever so required. The contractor shall further comply with any instruction issued by the Engineer in respect of safety, which may relate to temporary or permanent works, working of tools, plants & equipments, means of access or any other aspect. The contractor shall provide all necessary first aid measures, rescue and life saving equipment, etc in proper condition, which shall be readily available for use at all times. The contractor shall adopt all the above safety measures at his own cost. The Contractor shall provide lights and signals at his own cost. Lights shall be so placed or screened so as not to interfere with any navigational light or signal or other marking.

**12) Programme and Progress:**

The contractor shall submit a detailed programme of work within 7 [seven] days from the date of Work Order / L.O.I. showing the commencement, duration and completion time of all major items of work including procurement of all materials etc,. The sequence of work shown in the programme must be practicable and compatible with technical specifications and conditions prevailing at site.

The contractor shall maintain the progress of work as per the approved programme. In case of any slippage of programme the engineer may require the contractor to augment the input of plant,

equipment, labour of any item as he may deem fit. The contractor shall comply with the engineer's directive in this regard, without any extra charge whatsoever.

In case of delays caused due to conditions or circumstances beyond the control of the contractor, the delays must individually be informed to the Engineer forthwith in writing and his acceptance in writing obtained.

### **13) Temporary Works:**

The successful tenderer shall allow for providing labour and materials for the construction and removal of all temporary works, e.g. site office, site store, scaffolding, fencing lighting; watching, tube well and pipe lines etc. required for constructional purpose as well as for drinking water purpose of contractor's men, water supply, vats, platform, etc. as may be necessary for the successful execution, completion and maintenance of works without any extra cost to the Trustees and the rates should be quoted accordingly. No rent shall, however, be charged to the contractor for construction/erection of such temporary sheds and structures.

### **14) 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 Disputes Act, 1947, 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. Payment to the labourers to be made as per the acts fixed by Chief Labour Commissioner (Central) and revision from time to time and also in between the current rate of CLC and as per M.W.A. Govt. of W.B. whichever is higher.

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 By-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 subcontractor.

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.

The contractor shall also be required to comply regarding 'Workmen Compensation Act, 1923 as amended by Amendment Act No.65 of 1976'

In addition to the above, the Personal Injuries (Compensation Insurance) Act, 1963 and any modifications thereof and rules made there under from time to time. The contractor shall take into account all the above said financial liabilities in his quoted rates and nothing extra, whatsoever, shall be payable to him on this account.

Miscellaneous Provision and EPF Act 1952 and as amended from time to time.

The Contractor shall indicate maximum number of workmen to be engaged on any day for execution of the work in the appropriate place in the ABSTRACT FORM OF TENDER & he shall have to obtain a regular /permanent license as per sec12(1) of the Contract Labour Act.

Further, whenever a contract work has commenced or completed, the contractor has to intimate the same to the Assistant Labour Commissioner(Central) /labour Enforcement Officer (Central) in Form IV-A, within 15 days of such commencement or completion.

The contractor has to arrange for displaying the name of the Regional Labour Commissioner (Central), Asst. Labour Commissioner (Central) & Labour Enforcement Officer (Central) at his worksite(s). The contractor shall inform the Principal Employer the date, time & venue of disbursement to be made by him to his workers.



The successful bidder shall also be required to put up a notice at the site of work mentioning the date, time & venue of disbursement to be made by him to his workers and he or his authorized representative shall have to be present during period of disbursement.

**15) Protection of existing services:**

The contractor must pay full attention to the fact that the existing service facilities for users are not distributed at any time due to storing of materials and rubbish and take every precaution to keep the entrance passage clear if the same are being used by the labourers.

The contractor shall be held liable for all damage and interference to the existing service, caused by him in execution of works. Should any damage be done to the existing services, in general, the contractor shall make good the same and any further work considered necessary by the Engineer's representative without any delay otherwise the cost of such repairing shall be recovered for his running bill for which Engineer's decision shall be final and binding.

**16) Cleaning during execution and after completion:**

On completion of the works the contractor shall reinstate and make good at his own expense any property or land which might have been disturbed and/or damaged by his works. He should also clean the site as required during execution and fully clear the site after completion of all the works.

The contractor shall forward any usable materials found during the course of construction at the work site or its vicinity to KoPT stores/yards, dispose of the debris/dismantled unserviceable materials beyond the port area all at his own expenses by his own transport and labour and clean out all part of the work and leave everything clean and tidy to the entire satisfaction of the Engineer failing which suitable deduction will be made from final bill as per discretion of the Engineer/Engineer's representative.

**17) Contractor to execute Contract Agreement:**

The contractor after acceptance of his tender, shall be required to enter into and execute a Contract Agreement to be prepared in the form annexed to the General Conditions of Contract together with such modifications as may be necessary within one month from the date of placement of the order. The contractor shall have to submit copies in sextuplets of all documents, correspondence, connected papers etc. as detailed in the above form of Contract Agreement together with the instrument of Contract Agreement prepared on Non-Judicial stamped paper of requisite denomination having five more copies made on plain paper all at his own cost. The successful tenderer shall have to submit three sets of such Contract Agreement duly executed, sealed, signed and witnessed for execution by the Trustees. The other three sets shall be completed in all respects but not signed. If the successful tenderer or tenderers are a partnership concern, they will have to get Agreement signed by all the partners or by the partner who is authorized to sign for and on behalf of the other partners.

The contractor shall also comply with the requirements of Security Deposit for the due fulfillment of the contract. The blank proforma of tender documents shall be supplied in sextuplets to the successful tenderer free of charge for preparing the documents of the aforesaid Contract Agreement.

The successful tenderer shall have to copy out and prepare the documents of the Contract Agreement neatly and correctly. The necessary amendments, corrections etc. (if any) have to be done at his own cost. The successful contractor shall be required to keep close co-ordination and liaison with the Traffic Manager's Department and the Chief Mechanical Engineer's Department while executing the works. The Senior Executive Engineer in charge of the construction will direct the representatives of the contractor to maintain liaison with different sections of the other departments and the contractor must keep the concerned Senior Executive Engineer of the Civil Engineering Department informed and/or posted with the programme contemplated with other departments. The Senior Executive Engineer of the Civil Engineering Department shall be nodal authority in all these co-ordination and / or liaison and all programmes must be vetted by him. In cases of exigencies, the contractor or his

representatives may establish direct liaison/co-ordination but in all such case the Senior Executive Engineer should be informed promptly.

**18) Discrepancies in Contract Documents:**

The several documents forming the contract shall be taken, as mutually explanatory of one another and in case of discrepancies; the **Specifications and Bill of Quantities** shall prevail over **signed drawings, Bill of Quantities** over the **Specifications, Technical Specifications and other particulars** over **Standard Specifications** and **Special Conditions** over the **General Conditions**. The Engineer's decision on this matter however, shall be final and binding and the Tenderer's attention is drawn to clause 4.3 of the General Conditions of Contract in this respect. The execution of work shall conform minutely to the approved and assigned drawings and specification and any other details drawings which shall be provided/duly approved by the Engineer during the progress of the work as to such other drawings those have formed part of the contract documents.

**19) Employment of Local Resources:**

The contractor shall pay special attention to engage the maximum possible number of local Engineer, other technical personnel, office workers, labourers (skilled, semiskilled, unskilled) both at site and in office, details of such recruitment etc. shall be submitted to the Engineer periodically or as and when called for.

**20) Calcutta Port Trust:**

The expression "**CALCUTTA PORT TRUST**" appearing anywhere in the tender documents, shall be construed to read as "**KOLKATA PORT TRUST**".

**21) Workmen and Wages:**

The Contractor shall deliver, if ordered, a weekly return for all labour employed in writing in the requisite form as instructed by the Engineer or his representative.

The contractor shall have to engage sufficient number of technically qualified and skilled persons to supervise and execute the work **and this should be mentioned in the "Schedule-T" of the Contract.**

**22) Port Area Obligations:**

The Dock area is a custom bounded area and as such the contractor shall comply with all regulations of the Port and Custom authorities and those that may be imposed from time to time in respect of the transit of all of contractors plants, vehicles, materials, and staff in the area. Whenever regulations so require, permits shall have to be obtained for such transit of contractor's plants, vehicles, staff and workmen. The contractor shall instruct his staff and workmen to comply with all requirements in this "Restricted Area". The contractor shall suitably fence the area that may be allotted to him inside the "Bonded Area" of the port for stores and other requirements to the full satisfaction of the Port and Security Agencies.

The contractor shall, abide by all the regulations and rules of Kolkata Port Trust and those that may be issued from time to time without any extra cost to the KoPT.

**24) Bank Guarantee in lieu of Cash Security Deposit:**

Security deposit shall be recovered from the On A/C. Bill as per **Clause – 3.4 and 3.5 of General Conditions of Contract**. However, Bank Guarantee may be considered in lieu of Cash Security Deposit. In that case, the Contractor shall have to submit to the Engineer a performance Bond in the

form of an irrevocable guarantee from any Nationalized Bank at Kolkata in the proforma as given in the G.C.C. In this context **Clause 3.6 of G.C.C.** may be referred to.

**25) Dewatering:**

If water is met due to seepage, subsoil water, rain or other causes, it shall be removed by the contractor by suitable diversions, pumpings or bailing out and the excavated and prepared surfaces of each layer shall be kept dry as directed by the Engineer. No extra payment will be made for such dewatering.

**26) Test Equipments:**

The Contractor shall provide at his own cost all necessary equipments and all necessary facilities for such testing which by the nature of work will have to be done at Site. It may be noted that the equipments are to be provided and testing carried out as per direction of the Engineer without any reservation and at the cost and expenses of the Contractor.

Except otherwise stated in the Bill of Quantities any other testing of materials or workmanship desired by the Engineer shall have to be carried out by the Contractor at his own cost.

**27) Materials and Testing:**

The contractor shall make his own arrangement for supplying all materials at site. Materials supplied by the contractor shall essentially conform to the relevant Indian Standard. Materials thus supplied shall be subject to testing by the Engineer at his discretion. Contractor shall make all arrangement for collection of samples, transportation of such samples and depositing them with the test laboratory as directed by the Engineer and also to deposit with the necessary laboratory charges for testing. Cost of such testing will be entirely borne by the contractor unless otherwise stated in the B.O.Q. In the event of material being found substandard, the contractor shall arrange for immediate removal of such materials from the work site at his cost.

**28) Dock Permit:**

For works inside the Docks, Dock permit required for men, materials, vehicles and equipments etc. are to be procured by the successful tenderer **at free of cost** as per recommendation of the executing departments/divisions indicating the specific number of free permits to be issued. But for creation of individual IDs in permit system a charge as of will be levied as applicable per person (one time) even for companies/ Individuals who have been granted permission to obtain free permits by KoPT.

29) The work has to be carried out in an operational zone. The tenderer should keep in mind that the work is to be executed without hampering the operational activities and should complete the work within the stipulated time specified in the tender.

30) Unless otherwise mentioned, all the dismantled materials having sale value/which are re-usable should be forwarded to the departmental store /sales yard/other sites by the successful tenderer at his own cost by engaging transports, labours, loading, unloading and stacking the materials all complete as per instructions /directions of Engineer-in-Charge and no extra cost will be entertained for this.

### **31) KEEPING THE SITE AND WORKING AREA CLEAR:**

The Contractor shall at all times keep the site and working areas free from all surplus materials, rubbish and offensive matter all of which shall be disposed off in a manner to be approved by the Engineer's Representative. As the works will be carried out mainly inside of operational buildings of KoPT the Contractor has to make necessary arrangement to clear the rubbishes etc. from the buildings, at the end of day's work at his own cost & risk, failing which suitable deduction will be made from final bill as per discretion of the Engineer/Engineer's representative.

### **32.INSPECTION OF SITE:**

The Bidder shall inspect the site of work and thoroughly familiarise himself with the nature of work, site conditions, and access to the site and location before submission of the tender. He should contact the **Superintending Engineer(South)** at his office at **51, C.G.R. Road, Kolkata 700043** for collecting information about the site before submission of the tender. No excuse will be entertained afterwards on the above ground. In case any part of the site cannot be handed over to the successful Bidder in time, no compensation for loss of labour or any other cause nor any claim will be entertained by the Trustees. Suitable extension of time shall, however, be granted to the successful Bidder on that ground if applied for.

### **33.SITE CONDITIONS & METHOD OF WORK:**

The work shall have to be executed as detailed in the Scope of Work & B.O.Q.

The contractor shall take adequate measures so as to execute the work with due regard to the above. The cost of which shall have to be included in the quoted rates.

Further, if so required by the Engineer in the interests of normal working of the Port, it is found necessary to shift / suspend some construction activity for some duration, this shall be done in compliance with the instructions of the Engineer and as per relevant clause of the G.C.C. The bidder shall consider all the above points while quoting as no separate claim for idle charges towards labour, material will be considered for payment.

Proper care should be taken to provide adequate protection to the existing structures and cables (telephone, computer, etc) all such installations against any damage at the Contractor's risk and expense. Any damage / defect to existing structures arising due to the faulty execution of the work shall have to be rectified forthwith as directed to the satisfaction of the Engineer, without charging extra.

### **34.TIME OF COMPLETION**

The work is urgent in nature and must be commenced immediately on receipt of the work order and to be completed in all respects within **four months** including preliminary time from the date of placement of work order.

### **35.Accessibility for Checking and Supervision.**

The engaged Contractor is to provide necessary arrangement for free access to the KoPT officer's and personnel for supervision and checking of the subject work at his own cost.

### **36.Setting out of work and initial measurements:**

The Engineer shall provide the initial reference and Bench Mark for the setting out of work. It will be the contractor's responsibility to set out the work accurately and get them checked by the Engineer. The Contractor shall provide at his own expense all necessary instruments, staff and labour for the checking of the survey.

The Contractor shall be responsible for the true setting out of the work and for the correctness of all dimensions, levels, lines, positions and alignment. Any error in any part of the works shall be rectified by the Contractor at his own cost. The Contractor would set up inspection facilities at Site at his own cost.

### **37. PARTICULARS OF EXISTING WORKS:**

Such information as maybe given in the specification as to the existing features and works other than those now under construction as part of "Kolkata Port Trust" given without warranty of accuracy and neither the Trustees nor the Engineer will be liable for any discrepancies therein.

### **38.HOLIDAY OR SUNDAY WORK:**

Subject to provisions in local Acts and any statutes of the State, the Contractor shall arrange for working on Holidays and Sundays whenever so desired by the Engineer to expedite progress and complete the works in time.

The Contractor shall not be entitled to any additional payment for taking up works on Holidays and Sundays. The Contractor should be prepared to resort to round-the-clock working by following shift timings for labour.

### **39. ON ACCOUNT PAYMENT:**

On account payment to the Contractor shall be arranged as and when required at the discretion of the Engineer on the basis of measurements of completed works at the quoted rates in the Bill of Quantities. The terms of payment shall be in accordance with Clause-6 of the General Conditions of Contract. The Bills should be submitted by the contractor in quadruplicate to the Office of the respective **Superintending Engineer (South)** with necessary documents in original.

Subject to the availability and feasibility of system, KoPT may make payment directly to the contractor's designated bank account. For this purpose, the contractor will have to indicate (i) name of bank (ii) branch name (iii) branch code and (iv) designated account number in the "Abstract Form Of Tender". In case payment is made directly through bank, the contractor may be required to submit a pre-receipt as per instruction of KoPT.

### **40. LABOUR, TOOLS & PLANTS:**

The Contractor shall supply all necessary labour, tools and plants required for satisfactory execution of the work.

### **41. INDEMNIFICATION:**

The successful bidder shall be deemed to indemnify and keep indemnified the Trustees from and against all actions, claims, demands and liabilities whatsoever under and in respect of the breach of any of the provisions of any law, rules or regulations having the force of law, including but not limited to –

- a) The Minimum Wages Act, 1948.
- b) The Dock Workers (Regulation Of Employment) Act, 1948
- c) The Building And Other Construction Workers (Regulation of Employment & Conditions of Service) Act, 1996
- d) The Dock Workers' Safety, Health & Welfare Act , 1986
- e) The Payment of Wages Act, 1936.
- f) The Workmen's Compensation Act, 1923.
- g) The Employees Provident Fund Act, 1952.
- h) The Contract Labour (Regulation and Abolition) Act, 1970; Rules 1971.
- i) The Payment of Bonus Act, 1965.
- j) The Payment of Gratuity Act, 1972.
- k) The Equal Remuneration Act, 1976.
- l) The Employees State Insurance Act, 1948 & Employees State Insurance (Amendment) Act ,1989
- m) Child Labour (Prohibition and Regulation) Act, 1986.
- n) The Maternity Benefits Act 1961
- o) Interstate Migrant Workmen (Regulation Of Employment & Conditions Of Service) Act, 1979.
- p) Motor Vehicle Act, latest revision.

### **42.TAXES & DUTIES: -**

**The rate quoted by the tenderer should be considered to complete the work in all respect and should include all taxes, octroi, surcharge etc. (except service taxes) payable to Government or any other**

**concern and no extra payment, whatsoever will be entertained by the Trustees' under any circumstances.**

As KoPT is not a Registered Body Corporate, it is not liable to pay service tax under 'Reverse Charge Mechanism' as per Service Tax Law."

Service Tax, if leviable, will be paid extra by the Trustees as applicable. The bidder shall not include Service Tax in his rates. In case Service Tax is payable, the Contractor will be required to submit necessary bill / challans / invoice in accordance with Service Tax Rules and the Contractor needs to be registered with the **Central Excise/Service Tax Authority** for the service to be rendered and copy of the same shall be submitted to KoPT. On demand, the successful bidder will have to submit documents regarding payment of Service Tax.

CENVAT CRITERIA: In the event of cenvatable bought out items, if any, the contractor is required to ensure that invoices are drawn in the name of contractor and it should be marked "account KOLKATA PORT TRUST" as per cenvat credit rules and regulations. KoPT would provide the Service Tax Registration No. for availing **Cenvat Credit**.

As far as possible items to be procured from first/second stage dealer and maintain the above formalities to the extent possible so that KoPT can avail the **Cenvat Credit**

However Service Tax as applicable on the amount of liquidated damage as well as other recovery i.e. damage, penalty, land rent, etc. shall be deducted from contractors' bill at applicable rates and the same will not be reimbursed by KoPT.

#### **43. SETTLEMENT OF DISPUTES:**

If a dispute of any kind whatsoever arises between the Employer and the Contractor in connection with or arising out of the contract or the execution of the works, the same shall be dealt as per relevant provisions of the General Conditions of Contract.

#### **44. Defect Liability Period:**

The defect liability period for the work is **1 (One) year** from the date of completion. During this period, if any defect arises the contractor is bound to repair the same or take any other action as directed by the Engineer including replacement of the defective portion and redoing the same at his own cost **within 7 days in case of repairing and 21 days in case of replacement and re-doing from receipt of such instruction** failing which the work may be done by the Trustees' by some other agencies and the cost of which including  $19\frac{1}{4}\%$  departmental charges will be recovered from the security deposit or any other dues of the contractor.

**45) Measures against pollution:** - The contractor shall have to take proper measures against environmental pollution during execution of work as directed by the Engineer.

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कोलकाता पोर्ट ट्रस्ट  
Kolkata Port Trust  
सिविल इंजीनियरिंग विभाग  
CIVIL ENGINEERING DEPARTMENT

**SCHEDULE – “T”**

The tenderer shall submit below the particulars of  
Technical set up of company and also indicate the  
Technical personnel who will be looking after the works.

Name of Technical personnel	Position held	Qualification	Period of service with the company

Dated, the .....2015. (Full Signature of the Tenderer)

**कोलकाता पत्तन न्यास**  
**Kolkata Port Trust**  
**सिविल इंजीनियरिंग विभाग**  
**CIVIL ENGINEERING DEPARTMENT**

**SCHEDULE – “O”**

Tenderers must fill in the undernoted columns:

Sl. No.	Full Particulars of similar works carried out by tenderer	Amount of work	Completion time as stated in tender	Actual Completion time	Name & Address of authorities for whom work was carried out	Name & Address to whom references can be made



## **SCHEDULE –“O” Sheet – 2**

The tenderers are also requested to furnish the following particulars

### **(A) In case of a Limited Company**

1. Name of the Company	
2. Address of its present registered office	
3. Date of its incorporation	
4. Full name and address of each of its directors any special particulars as to Directors if desired to be stated	
5. Name, address and other necessary particulars as to Managing Agents if any appointed by the Company	
6. Copies of Memorandum, Articles of Association (with the latest amendments if any)	
7. Copies of audited Balance sheets of the Company for the last three years	

### **(B) In case of a firm**

1. Name & Address of the firm	
2. When business started	
3. If registered, a certified copy of the certificate of Registration	
4. certified copy of the Deed of Partnership	

5. Full Name & Address of each of the partners and the interest of each partners in the partnership, any special particulars as to partners if desires to be stated.	
6. Whether the firm pays income tax over Rs.10, 000/- per year.	
7. Copies of audited Balance sheets of the Company for the last three years	

**(c) In case of an Individual**

1. Full name & address of the tenderer, any special particulars of the tenderer if desired to be stated.	
2. Name of the father of the tenderer	
3. Whether the tenderer carries on business in his own name or any other name.	
4. When business was started and by whom.	
5. Whether any other person is interested in the business directly or indirectly. If so, name, address etc. of such persons and the nature of such persons and the nature of such interest.	
6. Whether the firm pays income tax over Rs.10, 000/= per year.	
7. Copies of audited Balance sheets of the Company for the last three years.	

Dated, the.....2016.

( Full Signature of the Tenderer )

**(Proforma of Performance certificate/credential of works)**

[To be issued on issuing authority's letterhead duly signed with office seal]

1.	Name of the Certifying Authority:	
2.	Name of the work :	
3.	Name of the Contractor :	
4.	Schedule date of commencement and completion of the work as per Work Order :	
5.	Date of actual commencement of work & date of actual completion :	
6.	i) If there is time overrun, whether delay is due to the contractor (Yes/No.) : ii) If yes, what is the extent of delay attributable to the contractor :	
7.	Sanctioned Tender value & Actual value executed :	
8.	Quality of work (Excellent/satisfactory/poor) :	
9.	Remarks (If any) :	

**Photo copy of the following documents to be enclosed with the Tender:-**

- i) VAT registration certificate.
  - ii) Valid Trade Licence.
  - iii) Valid Professional Tax Clearance Certificate / Up to date tax payment challan.
  - iv) Proof of possessing valid Employees' Provident Fund (EPF) Account. PF Registration Certificate.
  - v) Proof of being registered with Employees' State Insurance Corporation (ESIC), ESI Registration Certificate.
  - vi) Details of the firm as per Schedule-O (in Volume-I) of the tender document.
  - vii) Credentials in the form of copies of Letters of Award of Works along with corresponding Completion Certificates from owners to justify that the intending bidder satisfies the earlier mentioned pre-qualification criteria.
  - viii) Copies of balance sheet and Profit and Loss account / Trading account for the last 3 (three) financial years **(i.e. 2012 – 2013, 2013-2014 and 2014-2015)**. The same should be audited as per relevant norms wherever required.
  - ix) Addendum/Corrigendum / Notice / Extension Notice issued and drawings (if any) duly signed by the Bidder under office seal.
- The bidder will have to produce the original documents or any additional documents, if asked for, to satisfy the Authorities.
- x) EMD & Cost of Tender documents.
  - xi) Original T.R. relating to Permanent Earnest Money Deposit.
  - xii) Duly signed full Techno Commercial Part (Part-I) and Price Bid(Part-II)
  - xiii) Certified copies of PAN Card
  - xiv) **Service Tax Registration Certificate.(Mandatory)**

**कोलकाता पत्तन न्यास**  
**Kolkata Port Trust**  
**सिविल इंजीनियरिंग विभाग**  
**CIVIL ENGINEERING DEPARTMENT**  
**15, स्ट्रैंड रोड, कोलकाता -700001**  
15, Strand Road, Kolkata – 700001

NIT No.: KOPT/KDS/CIV/T/2094/07 Dt.23.05.2016

**NOTE:**

Last Date of Purchase of tender  
documents : 02.06.2016(up to 12 noon)

Tender is due for submission by 3:00 P.M.  
on 03.06.2016

**PRICE BID**

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**Tender for Thorough repairs and renovation of outside &  
inside including sanitary and plumbing works of building  
No.18 including outhouses, servant quarters, garages &  
boundary wall, at Port Land Park Campus”**

\*\*\*\*\*

Dated :  
15, Strand Road,  
Kolkata- 700 001

A.K. Jain  
Chief Engineer

कोलकाता पत्तन न्यास  
Kolkata Port Trust  
सिविल इंजीनियरिंग विभाग  
CIVIL ENGINEERING DEPARTMENT  
PREAMBLE TO THE BILL OF QUANTITIES

**Tender for “Thorough repairs and renovation of outside & inside including sanitary and plumbing works of building No.18 including outhouses, servant quarters, garages & boundary wall, at Port Land Park Campus”.**

1. The Bill of Quantities shall be read in conjunction with Special Conditions of Contract, Preamble to the Bill of Quantities, General Conditions of Contract, Form of Tender and the Agreement.
2. General direction and description of work or materials given elsewhere in the contract documents are not necessarily repeated in the description of items in the Bill of Quantities.
3. The Prices and rates entered by the tenderer in the Bill of Quantities shall be deemed to cover the complete and finished work, inter-alia, all costs and expenses which may be required for successful completion of the works together with all risks, liabilities, contingencies, insurance, octroi, royalties, taxes and obligations imposed or implied by the tenderer.
4. Where separate items such as mobilisation, demobilisation, temporary works etc., have not been provided in the Bill of Quantities for works required under the Contract, then the cost of such works shall be deemed to have been included in the prices and rates of other items.
5. Without affecting the generality of the foregoing provisions, the Prices and rates entered in the Bill of Quantities by the Contractor shall include inter-alia, all costs and expenses involved in or arising out of the followings:-
  - a) The provision, storage, transport, handling, use, distribution and maintenance of all materials, plants, equipment machineries and tools including all costs, charges dues demurrages or other outlays involved in the transportation.
  - b) The provision and maintenance of all his staff and labours and their payments, accommodation, transport, taxes and other requirements.
  - c) Setting out including the location and preservation of survey markers, measurement and supervision.
  - d) The provision, storage, transport, use handling, distribution and maintenance of consumable stores, fuel, water and electricity.
  - e) All First Aid, Welfare and safety requirements.
  - f) Damage caused to the works, plants, materials and consumable stores caused by weather.
  - g) Licence, fees and other charges for compliance of Government Acts and Rules that are in force and applicable.
6. The tenderer shall bear in mind that the work is purely petty in nature and have to be carried out according to the necessity / requisition of the users, as and when required, during the period of the contract. The work relates to the day-to-day maintenance work for which the successful tenderer shall have to keep contact with the Site –In-Charge daily for taking instruction/ requisition for the works to be attended.
7. The quantities given in the Bill of Quantities are estimated only and are given to provide a basis for comparison of tenders. Payment to the Contractor shall be made on the basis of prices and rates quoted in the tender for measured quantities of the work done by him. It must be clearly understood that this is a quoted rate tender at percentage Above par/At par/Below par as the case may be on estimated amount and not a lump sum one. The quantities of work required to be carried out by the tenderer may vary.
8. The tenderer should be held responsible for the safe custody of materials, Machineries etc. at site procured by him or issued to him by the Trustees.

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CIVIL ENGINEERING DEPARTMENT

**Tender for " Thorough repairs and renovation of outside & inside including sanitary and plumbing works of building No.18 including outhouses, servant quarters, garages & boundary wall, at Port Land Park Campus".**

BILL OF QUANTITIES

Sl No	Description of Item	Quantity	Rate (Rs. P)	Unit	Amount (Rs. P)
1 (a)	Dismantle all types of masonry excepting cement concrete plain or reinforced, stacking serviceable materials at site and removing rubbish as directed within a lead of 75 m -In ground floor including roof.	3.50	451.00	Per Cum	1578.50
(b)	--do--do- in 1st floor.	1.00	501.00	Per Cum	501.00
2	Dismantle all types of plain cement concrete works, stacking serviceable materials at site and removing rubbish as directed within a lead of 75m. Up to 150mm thick -in ground floor including roof.	3.00	949.00	Per cum	2847.00
3	Dismantle R.C. floor, roof, beams etc. Including cutting rods and removing rubbish as directed within a lead of 75m. Including stacking of steel bar. In ground floor including roof.	5.00	1975.00	Per cum	9875.00
4	Cutting chase upto 125 x 150 mm. and	10.00	101.00	Mtr	1010.00

	subsequent mending of damages -in brick wall [Cement-3.6 Kg/Mtr]				
<b>5</b>	Cutting holes and subsequent mending good damages - diameter upto 150 mm - in brickworks (cement - 4 Kg / Mtr)	50.00	120.00	Mtr	6000.00
<b>6</b>	Take out carefully G.C.I. or C.I. or asbestos sheets (including ridges etc.) from roof or wall after unscrewing bolts, nuts, screws etc, and stacking the materials at site as directed.( payment to be made on the measurement of portion of roof or wall removed).	50.00	42.00	Per sqm	2100.00
<b>7</b>	Rule pointing to brick work in cement mortar (1:4) including raking out joints & top finishing.	100.00	84.00	Per Sq.Mtr	8,400.00
<b>8</b>	Stripping off worn out plaster and raking out joints of walls, celings etc. upto any height and in any floor including removing rubbish within a lead of 75m as directed.	1470.00	19.00	Per sqm	27930.00
<b>9</b>	Applying 2 coats of bonding agent with synthetic multi functional rubber emulsion having adhesive and water proofing properties by mixing with water in proportion (1 bonding agent : 4 water : 6 cement) as per Manufacturer's specification [Cement to be supplied by the Department]	100.00	97.00	/ Sq.Mtr	9700.00
<b>10</b>	Supply of Cement(PPC/PSC Grade)	0.25	8100.40	Per M.T.	2025.10
<b>11</b>	Plaster (to wall, floor, ceiling etc.) with sand and cement mortar including rounding off				



	or chamfering corners as directed and raking out joints including throating, nosing and drip course, scaffolding/staging where necessary (Ground floor). [Excluding cost of chipping over concrete surface]				
(i) (a) )	20 mm thick plaster in 1:6 mortar - in Ground floor.	250.00	181.00	/Sq.mtr	45250.00
(b) )	--do--do-- in 1st floor.	140.00	185.00	/Sq.mtr	25900.00
(ii) ) (a) )	15 mm thick plaster in 1:6 mortar - in Ground floor.	700.00	156.00	/Sq.mtr	109200.00
(b) )	--do--do-- in 1st floor.	300.00	160.00	/Sq.mtr	48000.00
(iii) ) (a) )	10 mm thick plaster in 1:4 mortar - in Ground floor.	50.00	140.00	/Sq.mtr	7000.00
(b) )	--do--do-- in 1st floor.	30.00	144.00	/Sq.mtr	4320.00
12	Extra rate for using water proofing and plasticising admixture @ 0.2% by weight of cement (or at manufacturer's specified rate) for concrete / plaster of various grades.	5.00	139.00	/Kg	695.00
13	Single Brick Flat Soling of picked jhama brick) including ramming and dressing bed to proper level and filling joints with local	50.00	377.00	Sq.Mtr	18850.00

	sand.				
<b>14</b>	Dismantle artificial stone floor up to 50mm thick by carefully chiselling without damaging the base and removing rubbish as directed with a lead of 75 m.-In all floors.	20.00	50.00	Per sqm	1000.00
<b>15</b>	Provide and lay artificial stone in floor, dado, staircase etc., with cement concrete (4:2:1) with stone chips laid in panels as directed with topping made with ordinary/white cement as necessary and marble dust in proportion (2:1) including smooth finishing and rounding off corners and including application of cement slurry before flooring works, using cement @ 1.75 kg/sqm all complete including all materials and labour. 3 mm thick topping (High polishing grinding on this item is not permitted with ordinary cement) – 25mm thick – In ground floor including roof.	25.00	303.00	Per sqm	7575.00
<b>16</b> (a)	Brick work with 1st class bricks in cement mortar (1:6)- in foundation and plinth.	1.00	5719.00	Cu.Mtr	5719.00
(b)	'---do--do-- in super structure , ground floor.	1.00	5943.00	Cu.Mtr	5943.00
©	'---do--do-- in super structure , 1st floor.	1.00	6055.00	Cu.Mtr	6055.00
<b>17</b>	Provide and build 125mm brick work with 1st class bricks in cement mortar (4:1) including using approved H.B. netting in every third layer – In ground floor.	8.00	829.00	Per sqm	6632.00

<b>18</b> <b>(a)</b> )	String course up to 75 mm projection and upto 150 mm depth 15 mm thick plastered (1:4) (including stripping off old surface where necessary) complete. (Cement 6.6Kg/Mtr.) - in ground floor.	20.00	137.00	Per Mtr	2740.00
<b>(b)</b> )	---do---do-- in first floor .	20.00	139.06	Per Mtr	2781.20
<b>19</b>	Provide Neat cement punning about 1.5 mm. thick in wall. Dado, window, sills, floor, drain etc.Note : Cement 0.152 cu.m. per 100 sq.m.	50.00	38.00	Per sqm	1900.00
<b>20</b> <b>(a)</b> )	Renewing coping of compound wall with brick work and 15 mm. thick cement plaster (1:4) complete (Payment to be made on length of wall) : 125 mm. wide coping (Cement 3.8Kg/Mtr.)	50.00	137.00	Per Mtr	6850.00
<b>(b)</b> )	---do---do--250 mm. wide coping (Cement 5.0Kg/Mtr.)	50.00	201.00	Per Mtr	10050.00
<b>21</b>	Multiple-band moulding (horizontal or vertical) made with 15mm cement plaster (1:4) complete -in ground floor-projection upto 25 mm - depth or width (75 mm to 100 mm) (Cement 2.5Kg/Mtr.)	50.00	57.00	Per Mtr	2850.00
<b>22</b>	Provide R.C. shelves (1:1.5:3) either precast or cast in situ with stone chips and necessary reinforcement upto 1% (0.8% main and 0.2% distributions bars) shuttering etc. And 6mm thick cement plaster (4:1) including neat cement finishing and cutting chase filling and fixing in position, mending good damages	1.00	1207.00	Per sqm	1207.00

	as necessary complete. 50 mm thick panels – in ground floor.				
<b>23</b>	Supplying best Indian sheet glass panes set in putty and fitted and fixed with nails and putty complete.(In all floor for internal wall and up to 6m. Height for external wall) – 3 mm. thick (weighing 7.45 Kg / Sq.Mtr)	10.00	544.00	Per Sqm	5440.00
<b>24</b>	Cleaning and removing paint mark from glass pane with spirit and removing stains etc.	50.00	17.00	Per Sqm	850.00
<b>25</b>	Renewing worn out putty of glass panes - panes not exceeding 0.2 sqm.	100.00	37.00	Each	3700.00
<b>26</b>	Provide, fit and fix Anodised aluminium barrel/tower/socket bolt (full covered) of approved manufactured from extruded section conforming to IS: 204/74 fitted and fixed with cadmium plated screws , 225 mm long x 10mm dia bolt	30	98.00	Each	2940.00
<b>22</b>	Provide R.C. shelves (1:1.5:3) either precast or cast in situ with stone chips and necessary reinforcement upto 1% (0.8% main and 0.2% distributions bars) shuttering etc. And 6mm thick cement plaster (4:1) including neat cement finishing and cutting chase filling and fixing in position, mending good damages as necessary complete. 50 mm thick panels – in ground floor.	1.00	1207.00	Per sqm	1207.00
<b>23</b>	Supplying best Indian sheet glass panes set in putty and fitted and fixed with nails	10.00	544.00	Per Sqm	5440.00

	and putty complete.(In all floor for internal wall and up to 6m. Height for external wall) – 3 mm. thick (weighing 7.45 Kg / Sq.Mtr)				
<b>24</b>	Cleaning and removing paint mark from glass pane with spirit and removing stains etc.	50.00	17.00	Per Sqm	850.00
<b>25</b>	Renewing worn out putty of glass panes - panes not exceeding 0.2 sqm.	100.00	37.00	Each	3700.00
<b>26</b>	Provide, fit and fix Anodised aluminium barrel/tower/socket bolt (full covered) of approved manufactured from extruded section conforming to IS: 204/74 fitted and fixed with cadmium plated screws , 225 mm long x 10mm dia bolt	30	98.00	Each	2940.00
<b>27</b>	Provide, fit and fix 250 mm long Iron Hasp bolt of approved quality (oxidised) with 16mm dia rod with centre bolt and round fittings.	10	184.00	Each	1840.00
<b>28</b>	Provide and apply white washing including cleaning and smoothening surface thoroughly in all floors – Two coats (to be done on specific instruction.	1000.00	1887.00	Per 100 sqm	18870.00
<b>29</b>	Provide and lay colour washing with any shade with stainers, as required including cleaning and smoothening surface thoroughly –Internal surface (all floor) – one coats – other than yellow/pink.	600.00	2139.00	Per 100 sqm	12834.00
<b>30</b>	Rendering the surface of walls and ceiling with white cement based wall putty of	1500.00	122.00	Per sqm	183000.00

	approved make and brand(1.5mm thick)				
<b>31</b>	Provide, fit & fix wood work in door and window frame including a protective coat of painting at the contact surface of the frame excluding cost of concrete, iron butt hinges and M.S. clamp – Sal [Malayasian] (The quantum should be corrected upto third decimal place.]	2.00	95898.00	Per cum	191796.00
<b>32</b>	Labour for taking out door and window frame including shutter for repair or replacement of different parts of the frame & refixing the same including mending good all damages complete. (Concrete and brick work for mending damage will be paid separately)- upto area 2.5 Sq.Mtr.	50.00	121.00	Per Sqm	6050.00
<b>33</b>	Taking out shutters of door & window, dismantling by parts (for repair or replacement of damaged parts) re-assembling & refitting & rehanging the same with old fittings, but with new screws as necessary (where different parts of same shutter are renewed under different items.	20.00	128.00	Per Sqm	2560.00
<b>34</b>	Providing styles and rails of wooden shutters fitted and complete. (Payment to be made on area of new work only) -in ground floor:Sishu, Gamar, Champ,Badam,Bhola, Mogra, Hallak -35 mm thick shutters	10.00	2569.00	Per Sqm	25690.00
<b>35</b>	Providing panel (made of single plank) of	5.00	1278.00	Per Sqm	6390.00

	door and window shutters to design as directed: In Ground Floor -19mm thick panel of 30cm to 45cm width -Sishu, Gamar, Champ,Badam,Bhola, Mogra, Hallak.  (Payment to be made on area of exposed new work). (In case of non-supply of single plank penal rate of reduction to a maximum of 30% will be made).				
<b>36</b>	Easing doors and windows.	50	17.00	Each	850.00
<b>37</b>	Renewing 12mm thick louver of fixed louvered shutter to match with the existing one including necessary railing pieces: Sishu, Gamar, Champ,Badam,Bhola, Mogra, Hallak .	10.00	1673.00	Sq.Mtr	16730.00
<b>38</b> <b>(a</b> <b>)</b>	Fixed louver shutters of doors and windows as per design , including fitting & fixing same in position but excluding the cost of hinges and other fittings 35mm thick shutters with 12mm thick valves. With Gamar/Bhola- in ground floor.	15.00	3941.00	Sq.Mtr	59115.00
<b>(b</b> <b>)</b>	'---do--do--- in first floor.	15.00	3970.00	Sq.Mtr	59550.00
<b>39</b>	Dressed wood work in post, plate, battens etc. fitted & fixed complete (excluding the cost of bolts only but including the cost of nails, screws etc. Sal:Malayasian . ( The quantum shall be corrected upto three decimal places).	0.1	95964	Per Cum	9596.40
<b>40</b>	Provide, fit & fix Iron Socket bolts of approved quality complete -150mm long x	9	71.00	Each	639.00

	10mm dia bolt				
<b>41</b> <b>(a)</b> <b>)</b>	Provide, fit & fix Iron Butt hinge of approved quality with steel screws with ISI mark -100mm x 58mm x1.90mm	40	52.00	Each	2080.00
<b>(b)</b> <b>)</b>	--do--do--75 mm x 40mm x 1.12 mm	40	31.00	Each	1240.00
<b>42</b> <b>(a)</b> <b>)</b>	Provide, fit & fix 300mm long x 10mm dia Iron catch hook of approved quality complete to shutter and choukat.	40	95.00	Each	3800.00
<b>(b)</b> <b>)</b>	--do--do--6 mm dia X 100 mm long.	40	40.00	Each	1600.00
<b>43</b>	Renewing valve rod of size 37.5mm x 37.5 mm for Venetian Shutters fitted and fixed with old plated screw Sishu, Gamar, Champ,Badam,Bhola, Mogra, Hallak.	10.00	328.00	metre	3280.00
<b>44</b>	Glazed shutters of doors, windows, fan light, clerestory windows etc. as per design (with ordinary glass of 7.4kg./sq.m. 3mm. Thick) fitted with putty bed and teak wood bead and nails including fitting and fixing shutter in position but excluding the cost of hinges and other fittings. cost of glass, putty, wooden beads etc.will be paid separately -35mm thick shutters - Sishu, Gamar, Champ,Badam,Bhola, Mogra, Hallak.	50.00	3026.00	Sq.Mtr	151300.00
<b>45</b> <b>(a)</b> <b>)</b>	Applying Exterior grade Acrylic primer of approved quality and brand on plastered or cencrete surface old or new surface to receive decorative textured(matt finish) or smooth finish acrylic exterior emulsion	550.00	3404.00	%Sq.Mtr	18722.00



	paint including scraping and preparing the surface thoroughly, complete as per manufacturer's specification and as per direction of the EIC -in ground floor.				
(b )	--do--do-- in 1st floor.	750.00	3476.00	/ 100 Sq.mtr	26070.00
46 (a )	Protective and Decorative Acrylic exterior emulsion paint of approved quality, as per manufacturer's specification and as per direction of EIC to be applied over acrylic primer as required. The rate includes cost of material, labour, scaffolding and all incidental charges but excluding the cost of primer -Premium 100% Acrylic Emulsion-two coats -In ground floor.	550.00	92.00	/Sq.mtr	50600.00
(b )	--do--do-- in 1st floor.	750.00	92.72	/Sq.mtr	69540.00
47	Applying interior grade Acrylic primer of approved quality and brand on plastered or concrete surface to received distemper/acrylic emulsion paint including scraping and preparing the surface thoroughly, complete as per manufacturer's specification and as per direction of the E-I-C (In ground floor) – One coat – solvent based interior grade Acrylic Primer.	2350.00	3676.00	Per 100 sqm	86386.00
48	Applying Acrylic Emulsion Paint of approved make and brand on walls and ceiling including sand papering in intermediate coats including putty (to be done under specific instruction of	2350.00	67.00	Per sqm	157450.00

	Superintending Engineer) – Two coats Standard quality				
<b>49</b>	Acrylic Distemper to interior wall, ceiling with a coat of solvent based interior grade acrylic primer (as per manufacturer's specification) including cleaning and smoothening of surface -two Coats	600.00	76.00	Per sqm	45600.00
<b>50</b>	Applying decorative cement based paint of approved quality after preparing the surface including scraping the same thoroughly (plastered or concrete surface) as per manufacturer's specification – In ground floor.Two coats	900.00	53.00	Per sqm	47700.00
<b>51</b>	Priming one coat on timber or plastered surface with synthetic oil bound primer of approved quality including smoothening surfaces by sand papering etc. (Item applicable on new surface or when the original surface has been exposed by removal of old paint).	1800.00	41.00	Per sqm	73800.00
<b>52</b>	Priming one coat on steel or other metal surface with synthetic oil bound primer of approved quality including smoothening surfaces by sand papering etc.(Item applicable on new surface or when the original surface has been exposed by removal of old paint).	200.00	31.00	Per sqm	6200.00
<b>53</b>	Exposed False-ceiling Work --Supplying, fitting & fixing High Pressure steam Cured Non Asbestos fibre cement standard ceiling board (Density > 1300Kg per Cu.M. ) of size595mm X595mm conforming IS	50.00	255.00	Per sqm	12750.00

	14862 and type B, category III of ISO 8336, tested as per AS-1530 Part 3 and BS-476 Part 4,5,6,7 & 8, should be placed in the Grid module to form a false ceiling. All complete as per drawing & direction of Engineer - in- Charge.False ceiling with 4mm thick Fibre Cement Standard ceiling board.				
<b>54</b>	Provide and apply French polishing to wood work including preparing surface (ordinary gloss) - On old French polish surface including complete removal of the old polish.	20.00	563.00	Per Sqm	11260.00
<b>(a)</b>					
<b>(b)</b>	--do--do-- on new wood work	5.00	492.00	Per Sqm	2460.00
<b>( )</b>					
<b>55</b>	Provide and apply two coat best quality synthetic enamel paint of approved make and brand including smoothening surface by sand papering etc. ,including using of approved putty etc., on the surface, if necessary with super gloss ( hi - gloss)- two coats,				
<b>(a)</b>	On timber or plastered surface				
<b>( )</b>					
<b>(i)</b>	White in shade.	1000.00	85.00	Per Sqm	85000.00
<b>(ii)</b>	With any shade except white.	800.00	89.00	Per Sqm	71200.00
<b>( )</b>					
<b>(b)</b>	On steel or other metal surface.				
<b>( )</b>					

(i)	White in shade.	100.00	83.00	Per Sqm	8300.00
(ii) )	With any shade except white.	100.00	86.00	Per Sqm	8600.00
56	Provide and lay ordinary cement concrete (1:2:4) with graded stone chips(20 mm. Nominal size) excluding shuttering and reinforcement, as per relevant Code – Pakur/Chandil variety	3.00	6064.02	Per cum	18192.06
57	Provide reinforcement for reinforced concrete work in all sorts of structures including distribution bars, stirrups, binder etc., including supply of rods initial straightening and removal of loose rust (if necessary), cutting to requisite length, hooking and bending to correct shape placing in proper position and binding with 16 gauge black annealed wire at every inter section complete as per drawing and direction.Tor Steel/ Mild steel. For works in foundation, basement and up to roof of ground floor / upto 4 m.	0.250	61936.00	Per Cum	15,484.00
58	Hire and labour charges for shuttering with centering and necessary staging up to 4m. Using approved stout props and thick hard wood planks of approved thickness with required bracing for concrete slab, beams, columns, intels curved or straight including fitting, fixing and striking out after completion of work. (upto roof of ground floor) -25mm to 30mm thick wooden shuttering as per decision and direction of the Engineer-in-Charge .	20.00	360.00	Per sqm	7200.00

59	Supplying fitting and fixing I.R.C. fabric mesh with covering battens including cost of screws etc complete (excluding the cost of battens).-In 3rd floor -75mm x 75mm x 2.7mm x 2.7mm.	20.00	257.00	Per sqm	5140.00
60	M.S. structural works in columns, beams etc. with simple rolled structural members (e.g. joists, angle, channel sections conforming to IS: 226, IS: 808 & SP (6)-1964 connected to complete including cutting to requisite shape and length, fabrication with necessary bolting, metal arc welding conforming to IS: 816- 1956 & IS: 1995 using electrodes of approved make and brand conforming to IS:814-1957, haulage, hoisting and erection all complete. The rate includes the cost of rolled steel section, consumables such as electrodes, gas and hire charge of all tools and plants and labour required for the work including all incidental chages such as electricity charges, labour insurance charges etc. Payment to be made on the basis ofcalculated weight of structural members only in finished work as per IS specified weight. Payment for gusset, bracket, cleat, rivets, bolts and nuts may be make by adding the actual weight of such items with the weight offinished structural members or 7% of weight calculated weight of structural members onlyin finished work as per IS specified weight.Payment for gusset, bracket, cleat, rivets,bolts and nuts may be make by	1.0	69462.00	/M.T	69462.00

	adding the actual weight of such items with the weight of with the weight of finished structural members or 7% of weight for finished structural members weighing not less than 22.5 Kg. / m. or 15 % of weight for finished structal members weighing less than 22.5 Kg. / m. may be increased allow for bracket, cleat, rivet, bolts and nuts etc. and no seperate payment being made for these items, as per direction of Engineer In Charge. The rates are considered for a height of erection 8m. / 2nd floor level from the ground. Add 1.5% extra over the rate for each additional floor or 4m. beyond initial 8m. or part thereof.				
	-For Structural Works in Roof Trusses etc. using joists, channels and angles of specified section weighing less than 22.5 kg/ m				
<b>61</b>	Uprooting and removing plants from the surface of walls parapet etc and making good damages. Repairing of damages to be paid separately.				
<b>(a)</b>	Small plant of girth of exposed stem upto 75 mm. lift upto 6 mtr.	120	51.00	Each	6120.00
<b>(b)</b>	Medium size plant of girth of exposed stem above 75 mm. but not exceeding 150 mm. lift upto 6mtr.	60	61.00	Each	3660.00
<b>62</b>	Labour for taking out (from fencing) line of wire (galvanized , strand or barbed )by drawing the same out out through holes in	1680.00	97.00	Per 100 Mtr	1629.60

	the body of the post or through holes formed by fixed staple.				
<b>63</b>	Supplying, fitting & fixing galvanized 3 ply 12 gauge/4 points line of barbed wire in fencing (holes already made in the body of the post) or fixed by staples tightening and fixing the wires in taut condition with straining bolts including the cost of cutting and of lapping joints in the wire as necessary but excluding the cost of galvanized staples , straining bolt and binding wire where necessary. (payment to be made on the length of individual lines of wire).	800.00	2795.00	Per 100 Mtr	22360.00
<b>64</b>	Galvanised straining bolts (with eye at one end with double nuts and washers) fitted and fixed complete. 12mm. dia , 200 mm. long	42	80.00	Each	3360.00
<b>65</b>	Taking out rain water down pipes, removing chokages and refixing the same in position including mending good damages (of taking out and refixing).	50.00	12.00	/Mtr	600.00
<b>66</b>	Taking out rain water down pipe.	50.00	904.00	/% Mtr	452.00
<b>67</b>	Supplying, fitting & fixing UPVC pipes A-Type and fittings conforming to IS:13592-1992 with all necessary clamps nails, including making holes in walls, floor etc. cutting trenches in any soil through masonry concrete structures etc if necessary and mending good damages including joining with jointing materials (Spun Yarn, Valamoid/Bitumen/M-Seal etc)				

	complete.				
(a)	UPVC pipes 110 mm dia.	50.00	291.00	Mtr	14550.00
(b)	UPVC fittings - Bend 87.5 degree- 110 mm dia.	10	162.00	Each	1620.00
68	Supplying, fitting and fixing cast iron heavy type spiral staircase of approved design with 50 mm.dia. Stem and C.I. Steps 150 mm as per design 900 mm. high C.I, railing including necessary M.S. tie of suitable embedded to wall with cement concrete (1:2:4) including cost of intermediate C.I.platform secured with necessary tie to stem and wall with cement concrete (1:2:4) including fixing the stem in ground with cement concrete (1:3:6) complete in all respect with all labour and materials.	15	4156.00	Metre	62340.00
	(Payment to be made on vertical height in between 1st step and top platform.)- with 900 mm dia well.				
69	Supplying, fitting and fixing fibre reinforced polymer (FRP) Composite door frame as per approved section with glass fibre reinforced plastic moulded skins and a special sandwich core, so as to impart monolithic composite structure as per approved technology of Department of Science and Technology (DST) to satisfy IS: 4020 door testing performance criteria - 66mm x 70mm	30	525.00	Metre	15750.00
70	Taking out shutter of door and window,	10.00	128.00	Per Sqm	1280.00



	dismantling by parts (for repair or replacement of damaged parts), reassembling and refitting and rehangings same with old fittings but with new screws as necessary. (Where different parts of same shutter are renewed under different item, payment under this will be made once only).				
<b>71</b>	Z-batten shutters of door and window as per design having tongued and groove-half lap jointed as per direction of the Engineer-in-Charge including fitting and fixing shutter in position, but excluding the cost of hinges and other fittings -Sishu, Gamar, Champ, Badam, Bholu, Morga, Hallak -Shutter with 25mm thick planks - 19mm thick battens- in ground floor.	10.00	3077.00	Per Sqm	30770.00
<b>72</b>	Supplying, fitting & fixing 1st quality Ceramic tiles in walls and finishing the joints with white cement mixed with colouring oxide if required to match the colour of tiles including roughening of concrete surface, if necessary -with Sand Cement Mortar (1:3) 15 mm thick & 2 mm thick cement slurry at back side of tiles using cement @ 2.91 Kg/Sq.m & joint filling using white cement slurry @ 0.20kg/Sq.m -area of each tile upto 0.09 Sq.m - coloured decorative.	50	824.75	Sq.M	41,237.50
<b>73</b>	Providing and laying rectified Glazed Ceramic floor tiles of size 300x300 mm or more (thickness to be specified by the manufacturer), of 1st quality conforming to	50	1225.30	Sq.M	61,265.00

	IS : 15622, of approved make, in any colour , laid on 20 mm thick cement mortar 1:4 (1 Cement: 4 Coarse sand), including grouting the joints with white cement and matching pigments etc., complete.				
<b>74</b>	Polishing only of old marble or terrazzo work with oxalic acid powder using 33 gm/sqm by manual labour/machine where necessary.	200.00	39.00	Per sqm	7800.00
<b>75</b> <b>(a</b> <b>)</b>	Supplying, fitting and fixing Black Stone slab used in Kitchen slab, alcove, wardrobe etc. laid and jointed with necessary adhesive Cement mortar (1:2) including grinding or polishing as per direction of Engineer-in-Charge - slab thickness 20 to 25 mm - in ground floor.	10.00	725.00	Per sqm	7250.00
<b>(b</b> <b>)</b>	--do--do-- in 1st floor.	10.00	737.00	Per sqm	7370.00
<b>76</b>	Supplying, fitting & fixing fibre reinforced polymer (FRP) Composite door shutters as per approved design with glass fibre reinforced plastic moulded skins and a special sandwich core, so as to impart monolithic composite structure as per approved technology of Department of Science and Technology (DST) to satisfy IS:4020 door testing performance criteria. In ground floor.- 25 mm shutter.	11	3046.00	Sq.Mtr	33506.00
<b>77</b>	Supplying, fitting & fixing marbles slabs/tiles of 13 to 16 mm thickness in	100	1556.09	Sq.Mtr	155609.00

	floor, lobby, stair, landing & treads etc. over 20 mm (average) thick base of cement mortar (1:2) laid with white cement slurry @ 4.4 Kg./Spm. before placing marble & jointed with white cement slurry @ 2 Kg./Spm. with necessary pigments including grinding and Granite polishing as per direction of Engineer-in-Charge. In Ground Floor. (White cement and pigment to be supplied by the Agency) With Chawk Dungri of tiles size exceeding 0.3 Sqm. but not exceeding 0.6 Sqm				
<b>78</b>	Rough cast plaster upto 10 m height above ground level with a mixture of sand and gravel or crushed stone from 6 mm to 10 mm nominal size, dashed over and including the fresh plaster in two layers, under layer 12 mm cement plaster 1:4 (1 cement : 4 coarse sand) and top layer 10 mm cement plaster 1:3 (1 cement : 3 fine sand) mixed with 10% finely grounded hydrated lime by volume of cement- Ordinary cement finish using ordinary cement	350	471.35	Sq.Mtr	164972.50
				TOTAL	<b>2704841.86</b>
	PART B				
<b>1</b>	Supplying, fitting and fixing G.I. pipes of TATA make with all necessary accessories, specials viz. socket, bend, tee, union, cross, elbo, nipple, longscREW, reducing socket, reducing tee, short piece etc. fitted with				

	holder bats clamps, including cutting pipes, making threads, fitting, fixing etc. complete in all respect including cost of all necessary fittings as required, jointing materials and two coats of painting with approved paint in any position above ground. (Payment will be made on the centre line measurements of total pipe line including all specials. No separate payment will be made for accesories, specials. Payment for painting will be made seperately.)-FOR EXPOSED WORK-Medium quality G.I. pipes.				
(i)	15 mm	25.00	220.00	metre	5500.00
(ii)	20 mm	25.00	260.00	metre	6500.00
(iii)	25 mm	20.00	354.00	metre	7080.00
(iv)	32 mm	10.00	408.00	metre	4080.00
(v)	40 mm	10.00	476.00	metre	4760.00
(vi)	50 mm	5.00	624.00	metre	3120.00
2	Supplying, fitting and fixing in position G.I.pipes of TATA make for underground works with all necessary accessories, specials viz. socket, bend, tee, union, cross, elbow, nipple, short piece etc. including cost of all materials, jointing materials, cutting pipes, making threads, cutting				

	trenches upto 1.5 metre below surface in all sorts of soil and refilling the same as directed with two coats of painting on G.I. pipes and specials with bituminous paint complete in all respect. (Payment will be made on the centre line measurement of the total pipe line including all specials. No separate payment will be made for accessories, specials. Payment for painting will be made seperately.)				
(i)	15 mm	20.00	234.00	metre	4680.00
(ii)	20 mm	20.00	274.00	metre	5480.00
(iii)	25 mm	20.00	368.00	metre	7360.00
(iv)	32 mm	10.00	407.00	metre	4070.00
(v)	40 mm	10.00	461.00	metre	4610.00
(vi)	50 mm	5.00	604.00	metre	3020.00
<b>3</b>	Removing chokage in G.I. pipe including cleaning pipe.				
(i)	15 mm	20.00	7.00	metre	140.00
(ii)	20 mm	20.00	7.00	metre	140.00
(iii)	25 mm	30.00	7.00	metre	210.00

(iv) )	32 mm	10.00	9.00	metre	90.00
(v) )	40 mm	10.00	9.00	metre	90.00
(vi) )	50 mm	20.00	9.00	metre	180.00
4	Labour for dismantling G.I. pipe with fittings.				
(i)	15 mm	65.00	6.00	metre	390.00
(ii) )	20 mm	65.00	6.00	metre	390.00
(iii) )	25 mm	60.00	6.00	metre	360.00
(iv) )	32 mm	30.00	6.00	metre	180.00
(v) )	40 mm	20.00	8.00	metre	160.00
(vi) )	50 mm	20.00	8.00	metre	160.00
5	Refix G.I pipe with fittings after cleaning where necessary .				
(i)	15 mm	20.00	6.00	metre	120.00
(ii) )	20 mm	20.00	7.00	metre	140.00
(iii) )	25 mm	20.00	7.00	metre	140.00

(iv)	32 mm	10.00	8.00	metre	80.00
(v)	40 mm	10.00	9.00	metre	90.00
(vi)	50 mm	10.00	9.00	metre	90.00
6	Supplying, fitting and fixing alloy iron with brass spindle bib cock/ stop cock of approved brand and make, spray painted and tested to 21 kg per sq. cm-15 mm dia.	15	195.00	each	2925.00
7	Supplying, fitting and fixing Peet's valve fullway gunmetal standard pattern best quality of approved brand bearing I.S.I. marking with fittings (tested to 21 kg per sq. cm.).				
(i)	15 mm	5	631.00	each	3155.00
(ii)	25 mm	5	1137.00	each	5685.00
8	Supply, fit and fix approved brand PVC connector white flexible with both end coupling with heavy brass over C.P. nut 15 mm dia - 450 mm long.	7	96.00	each	672.00
9	Supply, fit & fix approved brand PVC waste pipe with PVC coupling at one end fitted with necessary clamp – 32 mm dia-900 mm long	30	89.00	each	2670.00
10	Supplying, fitting and fixing shower of approved brand and make- Chromium plated round shower with revolving joint 100 mm dia with rubid cleaning system	4	576.00	each	2304.00

	(Equivalent to Code No. 542(N) & Model - Tropical / Sumthing Special of ESSCO or similar brand).				
<b>11</b>	Supplying, fitting and fixing shower of approved brand and make.hand Shower(Health Faucet) with 1mtr Flexible Tube with Wall Hook(Equivalent to Code No.573 & Model -ALLIED of Jaquar or similar).	4	1611.00	each	6444.00
<b>12</b>	Supplying, fitting and fixing C.I. round grating - 100 mm dia.	8	73.00	each	584.00
<b>13</b>	Dismantling EP or Anglo India WC	4	45.00	Each	180.00
<b>14</b>	Supplying, fitting and fixing E.W.C. in glazed vitreous chinaware of approved make complete in position with necessary bolts, nuts etc-with "P" trap -White in colour.	4	1776.00	Each	7104.00
<b>15</b>	Supplying, fitting & fixing Cast iron soil pipe only conforming to I.S. 3989 / 1970 and I.S. 1729/1964 with bobbins, nails etc. including making holes in the wall, floor etc. and cutting trenches etc. in any floor through masonry concrete, if necessary, and mending good damages with necessary jointing materials and painting two coats to the exposed surface with approved paint complete. (Measurement will be made along the center line of the total pipe line in fitted condition including specials,payment for specials & Painting will however be paid seperately) - With valamoid joints including sealing with sand	10	795.00	meter	7,950.00



	cement mortar (4:1) upto quarter depth– 100 mm dia (internal).				
<b>16</b>	Supplying, fitting & fixing Cast iron single branch equal with door conforming to I.S. 1729/1970 including joining and painting two coats to the exposed surface with approved paint complete. (Payment of Painting will however be paid separately). With valamoid joints including sealing the top with cement mortar (4:1)-100 mm dia.	4	923.00	Each	3692.00
<b>17 a</b>	Supplying, fitting & fixing Cast iron double branch equal with door conforming to I.S. 1729/1970 including joining and painting two coats to the exposed surface with approved paint complete. (Payment of Painting will however be paid separately). With valamoid joints including sealing the top with cement mortar (4:1)-100 mm dia.	4	1069.00	Each	4276.00
<b>17 b</b>	Supply, fit and fix HCI bend with door conforming to ISS including jointing complete and painting two coats to the exposed surface with approved paint complete (payment for paint will however be paid separately) with valamoid joints including sealing the top with cement mortar (4:1) (painting to be paid separately.)– 100 mm dia (internal).	8	624.00	each	4,992.00
<b>18</b>	Supplying, fitting and fixing white vitreous china best quality approved make wash basin with C.I. brackets on 75 mm X 75 mm wooden blocks, C.P. waste fittings of 32 mm dia., one approved quality brass	6	2504.00	each	15,024.00

	C.P. pillar cock of 15 mm dia., C.P. chain with rubber plug of 30 mm dia., approved quality P.V.C. waste pipe with C.P. nut 32 mm dia., 900 mm long approved quality P.V.C. connection pipe with heavy brass C.P. nut including ending good all damages and painting the brackets with two coats of approved paint - 550 mm X 400 mm size.				
<b>19</b>	Supply, fit & fix closet seat of approved make with lid and C.P. hinges rubber buffer and brass screw EPWC -Plastic (hollow type) black	4	353.00	each	1412.00
<b>20</b>	Supply, fit & fix best quality Indian make mirror 5.5 mm. Thick with silvering as per ISI specifications supported on fibre glass frame of any colour frames size 550 mm x 400 mm.	4	792.00	Each	3168.00
<b>21</b>	Supplying, fitting and fixing stainless steel sink complete with waste fittings and two coats of painting of C.I. brackets- Sink with drain board 1050 mm X 450 mm X 180 mm .	2	6381.00	Each	12762.00
<b>22</b>	CP Wall Mixture without spout but with provision for connection to Telephone Shower and exposed pipe for Overhead shower (Equivalent to Code No. 5215 & Model - FLORENTINE of JAQUAR or similar brand).	2	3188.00	Each	6376.00
<b>23</b>	Supplying, fitting and fixing 10 litre porcelain low-down cistern of approved make with either side or bottom inlet, side	4	2567.00	Each	10268.00

	overflow, brackets complete with all internnal PVC fittings -White.				
			TOTAL	PART B	<b>165053.00</b>
			TOTAL	PART A	2704841.86
	GRAND TOTAL =	TOTAL	OF PART A	<b>&amp; PART B=</b>	<b>28,69,894.86.</b>

**Rs.28,69,894.86**

**(Rupees twenty eight lakh sixty nine thousand eight hundred ninety four and  
paise eighty six only)**

**C/O to Next Page**

**B. F. From pre- Page**

**Total Amount = Rs.28,69,894.86**

Tenderer to fill up the following [ score out which is not applicable]

(a).....%	}	Below par (-) Rs.
(in figures)		
.....Percent		
(in words)		
(b).....	At par	NIL
(c).....%	}	Above par (+) Rs.
(in figures)		
.....Percent		
(in words)		

Total Tendered Amount: Rs. \_\_\_\_\_

Total tendered amount (in words).....

.....

[The rate quoted shall include all taxes and duties as applicable excluding Service Tax. Service Tax will be reimbursed by KoPT on submission of actual payment of Service Tax at full rate for the work as per Finance Act 1994.]

Maximum number of workmen likely to be engaged in a days work..... numbers

Permanent Income Tax A/C.No... ..

Date:

\_\_\_\_\_  
(Signature of Tenderer)

[Total amount of tender, completion time and preliminary time as quoted / stated above are to be carried over to Form of Tender attached]

**कोलकाता पत्तन न्यास के न्यासी बोर्ड**  
**THE BOARD OF TRUSTEES FOR THE PORT OF KOLKATA**

निविदा फार्म / FORM OF TENDER

CONTRACT NO. \_\_\_\_\_.

The Chief Engineer  
Kolkata Port Trust  
Kolkata- 700001.

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 (including preliminary time) 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 Rs. ....*

*(Rupees in words).....*  
.....

I/We require ..... days 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 KOLKATA PORT TRUST, a sum of .....vide Pay Order/Demand Draft No.....dt1 .....of.....(name of Bank) 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: \_\_\_\_\_

Occupation: \_\_\_\_\_

Address: \_\_\_\_\_