



## कोलकाता पत्तन न्यास

### KOLKATA PORT TRUST

सिविल इंजीनियरिंग विभाग / Civil Engineering Department

वरिष्ठ कार्यकारी अभियंता, एन. एस. डी. का कार्यालय

Office of the Senior Executive Engineer, N.S. Dock

51, सि. जी. आर. रोड , कोलकाता - 700043

दूरभाष / Phone: 2439 - 7912, विस्तार / Extension: 354, 356



**Tender Notice No.: 202/NSD/34**

**Dated: 30.03.2017.**

Sealed tenders are invited from resourceful, experienced and bonafide Registered Contractors of KoPT for the subject work as per following Prequalification Criteria:

A) The Tenderer should have experience in **Civil Engineering construction / maintenance works** and have successfully completed similar works during last 7 (seven) years ending last day of month previous to the one in which applications are being invited & should be any of the following:

1. Three similar\*\* completed works costing not less than the amount equal to 40% of the estimated cost put to tender.
2. Two similar\*\* completed works costing not less than the amount equal to 50% of the estimated cost put to tender.
3. One similar\*\* completed work costing not less than the amount equal to 80% of the estimated cost put to tender.

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

[\*\*Similar works means Civil Engineering construction & maintenance works.

Name of Work : **Thorough renovation of Quarter No. B/4 of Nimak Mahal Officers' Accommodation allotted to Dy. Commissioner of Police (Port Division).**

Estimated Amount : **Rs. 1,99,792.81 p.**

Earnest Money : **Rs. 4,000.00 p.**

Time of Completion : **1 (one) month from the date of placement of order.**

Tender documents can be obtained from the office of the undersigned during office hours on any working day and up to 12 noon on **07.04.2017** on payment of **Rs. 300.00** only per set (non-refundable) on application in duplicate or may be downloaded from the KoPT website [www.kolkataporttrust.gov.in](http://www.kolkataporttrust.gov.in) before 12:00 noon on **07.04.2017**.

The tenders must be submitted along with copy of VAT, ESI/EPF Registration Certificate, IT PAN Card, Trade Licence, Annual Financial Turnover and Valid Labour License No. (as applicable) and documentary evidence in support of Prequalification criteria as mentioned above by 3:00 P.M. on **07.04.2017** fulfilling conditions of Para above or **Clause No. 5** of the covering page of tender documents as per KoPT website [www.kolkataporttrust.gov.in](http://www.kolkataporttrust.gov.in). Tenders will be opened shortly after 3:00 P.M. on the same day in presence of tenderers or their authorised representatives who may wish to be present. In the event of any unforeseen circumstances such as holidays, bandhs, strikes, etc., on that day, the tenders may be

submitted by 3:00 P.M. on the next working day, and will be opened shortly after 3:00 P.M. on the same day. All other conditions shall remain the same.

अधीक्षण अभियंता (एन.एस.डी.)  
Superintending Engineer, N.S. Dock

**KOLKATA PORT TRUST**  
**Office of Senior Executive Engineer, N.S. Dock**  
**Engineering Department**

NIT No.: 202/NSD/34 dated 30.03.2017.

Contract No. (2016-17)

62/NSD of 22.03.2017.

Allocation: 077/771/705.

Messrs / Shri.....

C.E.O. No. H/NSD/64 dated 28.03.2017.

.....

Dear Sir/s,

Re.: Tender for

**Name of work: Thorough renovation of Quarter No. B/4 Nimak Mahal Officers' Accommodation allotted to Dy. Commissioner of Police (Port Division).**

Sealed tenders are invited from resourceful, experienced and bona fide Registered Contractors of KoPT for the subject work as per following Prequalification Criteria at **Percentage Above Par / At Par / Below Par** of estimated cost put to tender as shown in the Bill of Quantities in accordance with this Notice Inviting Tender, the General Conditions of Contract, Special Conditions of Contract, Specifications for materials and workmanship and Bill of Quantities for this particular contract.

**Pre-qualification Criteria:**

- A) Tenderer should have experience in **Civil Engineering construction / maintenance works** and have successfully completed similar works during last 7 (seven) years ending last day of month previous to the one in which applications are invited should be any of the following:
- a) Three similar completed works costing not less than the amount equal to 40% of the estimated cost put to tender.
  - b) Two similar completed works costing not less than the amount equal to 50% of the estimated cost put to tender.
  - c) One similar completed work costing not less than the amount equal to 80% of the estimated cost put to tender.
- B) The intending tenderer should have average Annual Financial turnover during the last **3 years (ending 31<sup>st</sup> March** of the previous financial year) of at least 30% of the estimated amount put to tender.

[\*\*Similar works means Civil Engineering construction / maintenance works].

2. The Trustees' General Conditions of Contract & Schedule of Rates may be inspected at this office on any day during office hours. The remaining documents like Special Conditions of Contract, B.O.Q., etc., are attached herewith.
3. In case of a tenderer who has already deposited a Permanent Security with the KoPT under the new rules, he shall be bound by the Clauses of the General Conditions of the Contract pertaining to Earnest Money and Security Deposits for Registered Contractors.
4. The tenderers, who are tendering beyond their financial limit as per their class of enlistment with KoPT, as per New Rules, are requested to deposit a sum of **Rs. 4,000.00** as Earnest Money in from of **Bankers' Cheque / Demand Draft / Pay Order** in favour of "**KOLKATA PORT TRUST**" on any **Schedule Bank payable at Kolkata** before submission of the tender. The original Bankers' cheque / Demand Draft / Pay order must be attached with the tender without which the tender may be disqualified. This amount will be refunded to the unsuccessful tenderers without **any interest**. In case of being the

successful tenderer, this amount will be adjusted against the Security Deposit as per the relevant clause of the G.C.C.

5. The tenderers (Registered Contractors of KoPT) may also submit the tender getting downloaded before 12:00 noon on **07.04.2017** from the website of KoPT. In that case the bidding party shall have to pay the amount of **Rs. 300.00 (non-refundable)** towards the cost of bid document by draft or banker's cheque drawn in favour of 'Kolkata Port Trust' at the time of submission of tender documents.
6. The rates quoted by the Contractor must be valid up to four months after opening.
7. The rate quoted by the tenderer should be complete in all respect and should include all taxes, octroi, surcharge, etc. (**excluding Service Tax**) and no extra payment, whatsoever will be entertained by the Trustees' under any circumstances. Service Tax will be paid extra at actuals.
8. While quoting the rate it should be noted that the tenderer should on no account overwrite the figures. Any correction necessary, should be made by cancelling the original figures and writing the corrected figures on the top. All such corrections should be initialled by the tenderer. If the figures are tampered with, the tender shall be liable to be rejected.
9. 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.
10. The tender duly filled in, totalled and signed along with the following documents shall be submitted in sealed cover superscribed the above name of work so as to reach this office within 3:00 P.M. on **07.04.2017**. The tender will be opened shortly after 3:00 P.M., on the same day and the intending tenderers or their authorised representatives may attend. In the event of any unforeseen circumstances such as holidays, bandhs, strikes, etc., on that day, the tenders may be submitted by 3:00 P.M. on the next working day, and will be opened shortly after 3:00 P.M. on the same day. All other conditions shall remain the same.
  - a. Copy of the documents in support of Prequalification Criteria as mentioned in **Clause – A** above.
  - b. Copy of VAT Registration Certificate
  - c. Copy of ESI Regd. Certificate or copy of documents as mentioned in **Clause No. 22** of the Special Conditions of Contract.
  - d. Copy of PAN Card).
  - e. Copy of Trade Licence.
  - f. Balance Sheet & P/L/ Account for the last 3 (three) years.
  - g. Certified Copy of EPF Registration Details.
  - h. Valid Professional Tax Clearance Certificate.
  - i. Duly stamped and signed N.I.T. & G.C.C.
11. **The intending tenderer shall intimate their EPF Registration No. failing which their tender would be liable to be cancelled.**
12. All tenderers should enclose a check list duly filled up enclosing the relevant documents as per the Proforma attached with the tender documents. If the tenderer fails to submit such check list duly filled up, the tender would not be considered for opening. If contents of check list turns out to be misrepresentation of facts, then such bids would be rejected even after opening of Price bid with a recorded warning for the bidder.

Proforma of Checklist (**Marked Annexure – B**) should be attached as a covering letter along with sealed envelop containing the offer.

The undersigned does not bind himself to accept the lowest or any tender or to assign any reason there for and also reserve the right to accept or reject any or all the tenders in part or whole.

Enclo: All papers as stated above.

Yours faithfully,

Sd/-

Senior Executive Engineer, N.S. Dock

**Tender for “Thorough renovation of Quarter No. B/4 Nimak Mahal Officers’ Accommodation allotted to Dy. Commissioner of Police (Port Division)”.**

**Scope of the Work:**

The work comprises of thorough renovation of Quarter No. B/4 Nimak Mahal Officers’ Accommodation allotted to Dy. Commissioner of Police (Port Division) by providing labour and materials as directed.

**SPECIAL CONDITIONS OF CONTRACT:**

**1. General:**

These conditions are part of the tender documents, which must be read as a whole, the various sections being complimentary to one another, and are to be taken as mutually explanatory. These conditions shall be read in conjunction with the other parts of the tender documents, viz., Trustees’ General Conditions of Contract, Drawings if any, and other documents forming part of the Contract.

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

- a) Provide all materials, supervision, testing, services, scaffolding, formwork, reinforcements, temporary drainage, temporary fencing and temporary lighting as required for safety and work purposes etc, for the execution of the work.
- b) To take all the safety measures like using safety belt, helmet etc. required for such type of work and if required, insures the labourers against any accident, which may occur in the course of execution of the job.
- c) Any damage to KoPT property should be made good by the tenderer at their own cost as per satisfaction of KoPT’s Engineer.

**2. Work Site:**

The Work Site is located at **B/4 Nimak Mahal Officers’ Accommodation, NSD**, and as described in the name of the work. The tenderer shall visit the site of work and acquaint himself with the exact nature, scope and site of work before quoting his rates. No claims for any extra payment will be entertained under any circumstances after opening of the tender on this account. The contractor shall bear in mind that least possible inconvenience is to be created for users of essential facilities located within or in the vicinity of the works site during the tenure of his work.

**3. Working Period:**

Normally the work will be carried out between 8:00 A.M. to 5:00 P.M. on the Trustees’ working days only. In case of any deviation from this the contractor shall have to take prior permission from the Engineer-in-Charge. 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. The tenderer should include in his rates the cost, if any, involved on these accounts.

**4. Time of Completion:**

The work is one – time in nature and should be completed within **1 (one) month** from the date of placement of order.

**5. Site Godown and Watching:**

The contractor shall have to make his own arrangements for construction of site godown (if any) for storage of materials and security thereof during day and night at his own cost. The godown and other temporary structures, if erected, are to be dismantled by the contractor before leaving the

site after completion of the work at his own cost. The Trustees' will, however, allow the construction of godown on the Trustees' land free of rent during execution of the work.

**6. Forwarding of Materials:**

The contractor shall have to arrange for transport for forwarding any usable / saleable materials that may be found during the process of execution of the work to the Trustees' Sales Yard or any other site / godown including labourers for loading & unloading all complete as per the direction of the Engineer – in – Charge. No separate payment will be made to the contractor on this account unless specifically mentioned in the B.O.Q.

**7. Workmanship:**

The contractor shall maintain good quality workmanship for the different items specified in the B.O.Q. All cement works shall have to be adequately cured as per relevant codes with no extra cost to the Trustees'.

**8. Materials & Transport:**

All materials including cement, except mentioned otherwise in the items of the attached Bill of Quantities, shall have to be procured and supplied by the successful tenderer at his own cost for the successful completion of the work. Cement, if used, shall be of 43 / 53 Grade OPC or Slag Cement as per the direction of the Engineer – in – Charge. The materials supplied by the contractor shall be of approved quality and approval shall also have to be taken from the Engineer at site before using the materials in the work. Rejected materials, if any, shall have to be removed by the Contractor with his own labour and transport at his own cost immediately on receipt of the instruction.

**9. Testing of Materials:**

Testing of any materials including cement (if required) shall have to be carried out at the Laboratories to be recommended by the Engineer – in – Charge. No payment will, however, be made to the Contractor towards charges for testing which are not mentioned in the BOQ but are to be done as per the Codes and specifications.

**10. Supervision:**

The Contractor shall have to engage sufficient number of qualified and skilled persons to supervise and execute the work. The Contractor shall be solely responsible for any defective construction / rectification as a result of poor supervision.

**11. Escalation/ variation in Prices:**

No escalation/ variation on prices of labour as well as materials will be entertained.

**13. Discrepancies in the contract documents:**

The several documents forming the contract shall be taken, as mutually explanatory of one another and in case of one 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 confirm 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.

**13. Specifications / Codes & Standards:**

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

**14. Plant & Equipment:**

All constructional plants and equipment shall have to be supplied by the successful tenderer for completion of the job at his own cost. Intending tenderers should note that the resulting delay due to late deployment of improper and / or inadequate plant(s) and equipment in the work will not be considered while granting extension of time of the contractor.

**15. Errors in the B.O.Q.:**

In case rate of particular item is printed erroneously in BOQ, the rate stated in the relevant Schedule of Rates will prevail over the rate misprinted in BOQ.

**16. 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 & Equipment, 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 & equipment, 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.

**17. Protection of existing services / assets:**

The contractor must pay full attention to the fact that the existing service facilities for users are not disturbed 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. During execution of work, any existing furniture like almirahs, etc., should be well protected and covered with polythene sheets. If required, the same may be shifted and repositioned after completion of the work as per the direction of the Engineer at the Contractor's own cost.

**18. Dewatering:**

If water is met due to seepage, subsoil water, rain or other causes, it shall be removed by the contractor by suitable diversions, pumping 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.

**19. Water:**

Water required for drinking and other purposes and for works will have to be arranged by the Tenderer at their own cost. However, KoPT will arrange to provide a source of supply for drinking water at one point free of charge from where the Contractor may draw a line for the purpose of drinking water only.



## **20. Power Supply:**

If possible, a supply of power shall be made available at required points on **chargeable** basis. However, it is to be noted that in the event KoPT fails to make available supply of power, the Contractor shall have to make his own arrangement for the supply of power at no extra cost to the Trustees.

## **21. Compliance to the Labour Laws and Contract Labour Regulation and Abolition Act, 1970:**

The contractor shall be required to comply with the **Minimum Wages Act, 1948, Employees Liability Act, 1938, Industrial Disputes Act, 1938, Industrial Disputes Act, 1940, Contract Labour (Regulation and Abolition) Act, 1970, ESI Act 1948 and the EPF Act and Miscellaneous Provisions 1952** along with all statutory amendments and modifications thereof, any other laws relating thereto and the rules made there under from time to time. **It is to be noted that the Contractor should pay the higher rate of wages between the minimum rate of wages fixed by the State Govt. and Central Govt. to his workers.**

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 License 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.

## **22. Compliance of ESI Act – 1948:**

- i) All intending tenderers at the time of tender shall disclose all necessary documents as to whether they are covered under ESI Act or not.
- ii) In case they are covered under ESI Act, they have to furnish the details of registration, failing which their tender would be liable to be cancelled.
- iii) In case they are not covered under ESI Act or exempted, they would furnish necessary documents along with an affidavit affirmed before a first class Judicial Magistrate to that effect as per enclosed Proforma (**Marked Annexure – A**).
- iv) In case they are not covered under ESI Act, they must additionally indemnify KoPT against all damages and accident occurring to his labour in a Non – Judicial Stamp Paper worth Rs. 50.00. The same should be submitted by the L -1 tenderer after opening of the tender. The Proforma Indemnity Bond shall have to be collected by the L – 1 tenderer from the office of the Senior Executive Engineer, N.S. Dock after opening of the tender.
- v) The stamp paper for Affidavit & Indemnity Bond may be purchased before the date of N.I.T. but the affidavit should be sworn after the date of N.I.T. The same should be purchased in the name of the tenderer or with the name of Advocate who has signed the affidavit.

## **23. Compliance of Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 and Other Construction Workers' Welfare Cess Act, 1996.**

- i) The successful tenderer will be required to comply with the relevant provisions of Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 and

West Bengal Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 2004 as well as Building and Other Construction Workers' Welfare Cess Act, 1996 and the rules framed thereunder.

- ii) 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 to the appropriate Authority.

**24. Dock Permit:**

The Contractor will be issued permits, if required, **free of cost**, for their men, materials carrying transport, equipment, etc. when they are executing works awarded by KoPT inside prohibited areas. Such free permits will be issued to the contractors on the basis of application indicating the specific number of free permits to be required for men, transport carrying materials, equipment, etc. However, a token charge of **Rs. 5.00 per person per occasion** will be levied for creation of new I.D. in the Permit System.

**25. Important Provisions of the G.C.C.:**

Tenderers' attention is drawn to Clause 3.4, 3.5 and 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.

**26. Terms of Payment:**

Terms of Payment will be guided by **Clause No. 6 of the General Conditions of Contract.**

**27. Taxes Deductible:**

Income Tax and other Taxes as applicable will be deducted as per rule.

**28. Service Tax:**

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 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.**

However the contractor is liable to pay the Service Tax element at the applicable Govt. rate fixed by the government from time to time against L.D., damages, penalty, land rent, electricity charges, etc. & the same will be deducted from his bill when sent to the Finance Department for payment.

**29. 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 ¼% departmental charges will be recovered from the security deposit or any other dues of the contractor.

**30. 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.

**31. For Micro & Small Enterprises (MSEs) registered with NSIC:**

Micro & Small Enterprises (MSE's) registered with NSIC (under single point registration scheme) are exempted from depositing Cost of Tender Document and Earnest Money.

If Micro & Small Enterprises (MSE's) 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.

Copy of valid NSIC Certificate for MSEs along with DIC's certificate has to be submitted along with bid. For Scheduled cast (SC) & Scheduled Tribe (ST) entrepreneurs' documentary evidences have also to be submitted to get benefit in this regard.

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**KOLKATA PORT TRUST**

**Engineering Department: Senior Executive Engineer, N.S. Dock.**

Tender for **“Thorough renovation of Quarter No. B/4 Nimak Mahal Officers’ Accommodation allotted to Dy. Commissioner of Police (Port Division)”**.

Scope of Work: The work comprises of **thorough renovation of Quarter No. B/4 Nimak Mahal Officers’ Accommodation allotted to Dy. Commissioner of Police (Port Division)**.

The scope as such includes the following works in general:

1. Various types of dismantling work.
2. Cleaning works.
3. Cement Concrete work.
4. Shuttering work.
5. Reinforcement work.
6. Flooring work.
7. Plastering work.
8. Brickwork.
9. Various kinds of Painting work.
10. Glazed Tile work.
11. Wood work.
12. Various types of Fittings work.

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वरिष्ठ कार्यकारी अभियंता, एन. एस. डी. का कार्यालय

Office of the Senior Executive Engineer, N.S. Dock

51, सि. जी. आर. रोड, कोलकाता - 700043

दूरभाष / Phone: 2439 - 7912, विस्तार / Extension: 354, 356



E.E.O. No.: 62/NSD dated 22.03.2017

Allocation: 077/771/705

Name of work: Thorough renovation of Quarter No. B/4 Nimak Mahal Officers' Accommodation allotted to Dy. Commissioner of Police (Port Division).

**BILL OF QUANTITIES**

It. No.	Description Of Item	Quantity	Rate Rs. P.	Unit	Amount Rs. P.
1.	Dismantle all types of Masonry excepting cement concrete plain or reinforced, stacking serviceable Materials at site & removing the rubbish as directed within a lead of 75 Mtr. In 1 <sup>st</sup> floor including roof.	1.00 Cum	501.00 (Rs. Five hundred one only)	Per Cum	501.00
2.	Dismantle all types of plain cement concrete works up to 150 mm thick stacking serviceable Materials at site and removing rubbish as directed within a lead of 75 Metre. In 1 <sup>st</sup> . floor including roof.	1.00 Cum	999.00 (Rs. Nine hundred ninety nine only)	Per Cum	999.00
3.	Dismantle R.C. floor, roof beams etc. including cutting rods and removing of rubbish as directed within a lead of 75 Mtr. including stacking of steel bars. In ground floor including roof.	1.00 Cum	2025.00 (Rs. Two thousand twenty five only)	Per Cum	2025.00
4.	Dismantle artificial stone flooring up to 50 mm thick carefully chiselling without damaging base and removing rubbish as directed within a lead of 75 Mtr. In ground floor including roof.	25.00 Sqm	56.00 (Rs. Fifty six only)	Per Sqm	1400.00
5.	Strip off worn out plaster & raking out joints of walls ceilings etc. up to any height and in any floor including removing rubbish within a lead of 75m. as directed.	100.00 Sqm	19.00 (Rs. Nineteen only)	Per Sqm	1900.00

6.	Taking out M.S. or W.I. Grills from wooden frame including cutting lugs from masonry wall and refitting the same and mending good damages after repairs. (Excluding the cost of necessary repair of damages) or doing any other necessary works.	15.00 Nos.	100.00 (Rs. One hundred only)	Each	1500.00
7.	Artificial stone in floor, dado, staircase, etc. with cement concrete (1:2:4) with stone chips, laid in panels as directed with topping made with ordinary or white cement (as necessary) and marble dust in proportion (1:2) including smooth finishing and rounding off corners including raking out joints or roughening of concrete surface and application of cement slurry before flooring works using cement @ 1.75 kg. / sq. m. all complete including all materials and labour. In 1st. floor. (Add extra @1.5% for each addl. floor up to 4th floor) 3 mm. thick topping (High polishing grinding on this item is not permitted with ordinary cement). Using grey cement. 25 mm. thick.	5.00 Sqm	307.54 (Rs. Three hundred seven & paise fifty four only)	Per Sqm	1537.70
8.	Ordinary Cement concrete (mix 1:2:4) with graded stone chips (20 mm nominal size) excluding shuttering and reinforcement, if any, in ground floor as per relevant IS codes. Pakur Variety.	0.50 Cum.	6252.42 (Rs. Six thousand two hundred fifty two & paise forty two only)	Per Cum	3126.21
9.	Ordinary Cement concrete (mix 1:1.5:3) with graded stone chips (20 mm nominal size) excluding shuttering and reinforcement if any, in ground floor as per relevant IS codes. Pakur Variety.	0.50 Cum	6991.09 (Rs. Six thousand nine hundred ninety one & paise nine only)	Per Cum	3495.55
10.	Hire and labour charges for shuttering with centering and necessary staging up to 4 m using approved stout props and thick hard wood planks of approved thickness with required bracing for concrete slabs, beams and columns, lintels curved or straight including fitting, fixing and striking out after completion of works (in 1 <sup>st</sup> . floor).				

	25 mm to 30 mm thick wooden shuttering as per decision & direction of EIC.	2.00 Sqm	378.00 (Rs. Three hundred seventy eight only)	Per Sqm	756.00
11.	Reinforcement for reinforced concrete work in all sorts of structures including distribution bars, stirrups, binders, etc. 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 intersection, complete as per drawing and direction For works in foundation, basement and up to roof of ground floor / up to 4 m. Tor steel / Mild Steel. Other than SAIL / TATA / RINL.	0.03 MT	62635.00 (Rs. Sixty two thousand six hundred thirty five only)	Per MT	1879.05
12.	(a) Extra For works beyond the roof of ground floor / initial 4 m up to 4 <sup>th</sup> . floor roof in each addl. floor (i) for 1st. floor.	0.30 Qntl.	48.00 (Rs. Forty eight only)	Qntl.	14.40
13.	Cleaning the concrete surface by removing dirt and debris, marking defective locations and removing loose concrete by careful stripping until hard surface is exposed, cutting the concrete to regular shape, wire brushing the exposed surface and removing debris from site complete as per direction of the Engineer - in - Charge.	5.00 Sqm	96.00 (Rs. Ninety six only)	Per Sqm	480.00
14.	Priming one coat on steel or other metal surface with synthetic oil bound primer of approved quality including smoothening surfaces by sand papering etc. (This item is applicable to new work or old work when the original surface has been exposed by removal of old paint).	50.00 Sqm	31.00 (Rs. Thirty one only)	Per Sqm	1550.00
15.	Priming one coat on timber or plastered surface with synthetic oil bound primer of approved quality including smoothening surfaces by sand papering etc. (This item is applicable to new work or old work when the original surface has been exposed by removal of old paint).	90.00 Sqm	41.00 (Rs. Forty one only)	Per Sqm	3690.00

16.	Provide and paint with 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.				
	a. Two coats in timber or plastered (with any shade except white). With Super gloss (hi-gloss) of approved quality.	90.00 Sqm	89.00 (Rs. Eighty nine only)	Per Sqm	8010.00
	b. One coat in any shade except white on steel surface. With Super gloss (hi-gloss) of approved quality	40.00 Sqm	55.00 (Rs. Fifty five only)	Per Sqm	2200.00
	c. Two coats (with any shade except white) on steel surface. With Super gloss (hi-gloss) of approved quality.	10.00 Sqm	86.00 (Rs. Eighty six only)	Per Sqm	860.00
17.	Remove old scales, blisters, etc., of interior surface of walls, ceiling by scraping, etc., and preparing smooth and even surface with rendering of cement mortar (1:2) as necessary to make the surface suitable receiving distemper. (Payment against this item will be made only when this has been done on the specific direction of the Engineer in charge).	600.00 Sqm	1047.00 (Rs. One thousand forty seven only)	% Sqm	6282.00
18.	Cleaning and removing paint mark from glass pane with spirit and removing stains, etc.	25.00 Sqm	17.00 (Rs. Seventeen only)	Per Sqm	425.00
19	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 Sqm	76.00 (Rs. Seventy six only)	Per Sqm	45600.00
20	Provide and apply two coats 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 1st floor.	10.00 Sqm	53.72 (Rs. Fifty three & paise seventy two only)	Per Sqm	537.20
21	Providing and lay 125 mm. thick bricks work with 1st class brick in cement mortar (4:1). In 1st. floor.	1.00 Sqm	795.00 (Rs. Seven hundred ninety five only)	Per Sqm	795.00



22.	Provide and lay bricks work with 1st class bricks in cement mortar (1:6).				
	In superstructures, in 1st. floor.	0.25 Cum	6055.00 (Rs. Six thousand fifty five only)	Per Cum	1513.75
23.	Provide and lay plaster to wall, floor, and ceiling with sand & cement mortar (6:1) including rounding off or chamfering corners as directed and raking out joints or roughening of concrete surface by chipping, etc., including throating, nosing and drip course where necessary in first floor.				
	a) 15 mm. thick plaster.	10.00 Sqm	160.00 (Rs. One hundred sixty only)	Per Sqm	1600.00
	b) 10 mm thick plaster (1:4).	5.00 Sqm	144.00 (Rs. One hundred forty four only)	Per Sqm	720.00
24.	Provide and lay neat cement punning about 1.5 mm. thick in wall, dado, windowsills, floor drain, etc. Note: cement 0.152 Per Cum per 100 sq. Mtr.	5.00 Sqm	38.00 (Rs. Thirty eight only)	Per Sqm	190.00
25.	Provide iron butt hinges of approved quality fitted and fixed with steel screws, with I.S.I. Mark.				
	a) 75 mm. x 40 mm. x 1.12 mm.	4.00 Nos.	31.00 (Rs. Thirty one only)	Each	124.00
26.	b) 100 mm. x 58 mm. x 1.90 mm.	4.00 Nos.	52.00 (Rs. Fifty two only)	Each	208.00
27.	Provide iron socket bolt of approved quality fitted and fixed complete.				
	a) 150 mm. long x 10mm. dia. bolt.	4.00 Nos.	71.00 (Rs. Seventy one only)	Each	284.00
	b) 225 mm. long x 10mm. dia. bolt.	2.00 Nos.	87.00 (Rs. Eighty seven only)	Each	174.00
28.	Provide iron door ring of dia 50 mm. of approved quality fitted and fixed with nuts and washer complete.	2.00 Nos.	19.00 (Rs. Nineteen only)	Each	38.00

29.	Supplying 'Godrej' mortise lock chromium plated with latch and keys 4 levers, including fitting and fixing complete.	2.00 Nos.	1223.00 (Rs. One thousand two hundred twenty three only)	Each	2446.00
30.	Provide M.S. clamp for fixing door and window frame made of 40 mm. x 6 mm. 250 mm long flat bent bar end bifurcated fixed in cement concrete with stone chips (4:2:1) fitted and fixed as per direction (cost of cement concrete will be paid separately.	4.00 Nos.	33.00 (Rs. Thirty three only)	Each	132.00
31.	Provide 100 mm grip x 10 mm dia rod anodised aluminium D – Type handle of approved quality manufactured from extruded section conforming to IS specification (IS 230/72) fitted and fixed complete with continuous plate base (hexagonal / round rod).	4.00 Nos.	79.00 (Rs. Seventy nine only)	Each	316.00
32.	Provide Anodised aluminium floor door stopper.	2.00 Nos.	78.00 (Rs. Seventy eight only)	Each	156.00
33.	Provide and fix 250 mm long Iron hasp bolt of approved quality fitted and fixed complete (anodised) with 16 mm dia rod with centre bolt and round fittings.	2.00 Nos.	184.00 (Rs. One hundred eighty four only)	Each	368.00
34.	Take out door and window shutters and rehang the same with old fitting with new iron screws.	5.00 Sqm	78.00 (Rs. Seventy eight only)	Sqm	390.00
35.	Labour for taking out door and window frame including shutter for repair or replacement of different parts of the frame and refixing the same including mending good all damages complete. (Concrete and brick work for mending damage will be paid separately) a) Up to area 2.5 Per Sq.m.	5.00 Sqm	121.00 (Rs. One hundred twenty one only)	Sqm	605.00
36.	Easing doors and windows.	15.00 Nos.	17.00 (Rs. Seventeen only)	Each	255.00
37.	Take out shutter of door and window dismantling by parts (for repair or replacement of damaged parts) reassembling and refitting and rehang same with old fittings but with new screws as necessary. (Where different parts of same shutter are renewed under different item, payment under item this will be made once only).	5.00 Sqm	128.00 (Rs. One hundred twenty eight only)	Sqm	640.00

38.	Styles and rails of wooden shutters fitted and fixed complete. (Payment to be made on area of new work only). In 1st. Floor: Thick shutter. Sishu, Gamar, Champ,Badam, Bhola, Mogra, Hallak.	2.50 Sqm	1956.00 (Rs. One thousand nine hundred fifty six only)	Sqm	4890.00
39.	Provide woodwork in door and window frame fitted and fixed complete with Local Sal including protective coat of painting at the contact surface of the frame excluding cost of concrete, Iron Butt Hinges and MS clamp. (The quantum should be corrected up to three decimetres). Sal local.	0.05 Cum.	89279.00 (Rs. Eighty nine thousand two hundred seventy nine only)	Cum	4463.95
40.	Supply best Indian sheet glass panes 3 mm thick (weighing 7.4 kg. / Sq. mtr.) set in putty and fitted and fixed with nails and putty complete in all floors for external wall & upto 6 Metre height for external walls.	3.00 Sqm	544.00 (Rs. Five hundred forty four only)	Sqm	1632.00
41.	Renewing worn out putty of glass panes Panes not exceeding 0.2 Sq. m.	10.00 Each	35.00 (Rs. Thirty five only)	Each	350.00
42.	Cutting chase up to 125 x 150 mm. and subsequent mending of damages.in brick wall [Cement - 3.6 Kg. / Mtr.].	2.00 Mtr.	101.00 (Rs. One hundred one only)	Mtr.	202.00
43.	Supplying, fitting and fixing Fan Hook for ceiling with 1 metre long 16mm. dia rod complete including mending damages. Payment for damage and repair to be made separately.	4.00 Each	105.00 (Rs. One hundred five only)	Each	420.00
44.	Cutting holes and subsequent mending good damages. Diameter exceeding 300 mm. but not exceeding 450 mm. In brick work [Cement - 10.0 Kg. / Mtr.].	1.00 Mtr	272.00 (Rs. Two hundred seventy two only)	Mtr	272.00
45.	Supplying, fitting & fixing 1st quality Ceramic tiles in walls and floors to match with the existing work & 4 Per Nos. of key stones (10mm) fixed with araldite at the back of each tile & 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 or by synthetic adhesive & grout materials, etc.				

	A) Floor with Sand Cement Mortar (1:4) 20 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 @ 0.20 kg. /Sq. m. Area of each tile up to 0.09 Sq. m. (i) Coloured decorative	26.00 Sq. m	844.00 (Rs. Eight hundred forty four only)	Per Sq. m	21944.00
	B) Wall 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 @ 0.20 kg. / Sq. m. Area of each tile up to 0.09 Sq. m. (i) Coloured decorative.	76.00 Sq. m	851.00 (Rs. Eight hundred fifty one only)	Per Sq. m	64676.00
46.	Rendering the surface of walls and ceiling with white cement based wall putty of approved make and brand (1.5 mm. thick).	10.00 Sq. m	122.00 (Rs. One hundred twenty two only)	Per Sq. m	1220.00
<b>Total Amount</b>					<b>1,99,792.81</b>

Contd.....Pg. 19

Rate offered by me / us (score out whichever is not applicable)

1) .....% above par ( + ) Rs.  
(in figures)

.....  
(in words)

2) At par

3) .....% below par ( - ) Rs.  
(in figures)

\_\_\_\_\_

..... Rs.

**(in words)**

Total amount in words: Rupees .....

**(The rate quoted shall include all taxes & 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).**

T.R. No. & Date: \_\_\_\_\_

Permanent Income Tax A/c. No. : \_\_\_\_\_

VAT Clearance Certificate No.: \_\_\_\_\_

Dated the            day of

Signature of the tenderer:

**KOLKATA PORT TRUST  
THE BOARD OF TRUSTEES FOR THE PORT OF KOLKATA**

**FORM OF TENDER**

**CONTRACT NO.** .....

To  
.....  
.....

I/We .....  
of.....

having examined the site of works, inspected the Drawings and read the Specifications, General & Special Conditions of Contract and Conditions of Tender, hereby tender and undertake to execute and complete all the works required to be performed in accordance with the Specification, Bill of Quantities, General & Special Conditions of Contract and Drawings prepared by or on behalf of the Trustees and at the rates & prices set out in the annexed Bill of Quantities within **1 (one) month** 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 / months preliminary time to arrange and procure the materials required by the work from date of acceptance of tender before I/We could commence the work.

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

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

Signature of Tenderer  
(Seal of the Tenderer)

Witness:  
Signature \_\_\_\_\_

Name \_\_\_\_\_  
(In Block Letters)

Name of the  
Tenderer: \_\_\_\_\_

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

Dated: \_\_\_\_\_

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

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

On the Rs. 10/- (Rupees Ten) Non Judicial Stamp Paper

BEFORE THE 1<sup>ST</sup> CLASS JUDICIAL MAGISTRATE AT \_\_\_\_\_

**AFFIDAVIT**

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

1. THAT I am the Proprietor / Partner of \_\_\_\_\_ having office at \_\_\_\_\_ and carrying on business on the same name and style.

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

2. THAT my aforesaid Firm is exempted from E.S.I. Act and the said Firm has no valid E.S.I. Registration.
3. THAT the present affidavit is to be filed before the Kolkata Port Trust as per the **Clause No.** \_\_\_\_\_ of the **Tender No.** \_\_\_\_\_ issued by the Kolkata Port Trust in respect of the work (the work is to be mentioned).

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

Deponent

Identified by

No.:

Dated:

**The Senior Executive Engineer  
N.S. Dock  
51, Karl Marx Sarani  
Kolkata – 700 043**

Dear Sir,

Re: NIT No. \_\_\_\_\_ dated \_\_\_\_\_.

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

13. Treasury Receipt in original for Earnest Money / Bankers cheque for Earnest Money.
14. Proof of experience as per Pre-qualification criteria.
15. Copy of ESI Registration Certificate, if applicable.

OR

16. An affidavit in original affirmed before a first class Magistrate indicating that ESI Act is not applicable on Non – Judicial Stamp paper worth Rs. 10/- as per your given proforma.
17. Copy of the VAT & EPF Registration Certificates.
18. Copy of IT PAN Card.
19. Copy of Labour Licence (if applicable).
20. Copy of Trade Licence (if applicable).

Encl: As above.

Yours faithfully,

**Signature of the tenderer**