कोलकाता पत्तन न्यास

KOLKATA PORT TRUST

सिविल इंजीनियारिंग बिभाग / **Civil Engineering Department**

वरिष्ठ कार्यकारी अभियंता, कोलकाता का कार्यालय/

Office of the Senior Executive Engineer, Kolkata

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

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

No: CT/03/2015-16/27 **Dated: 10/04/2015.**

NIT NO. CT/03/2015-16/26 Dated: 10/04/2015.

Sealed tenders are invited from experienced and bonafide registered contractors of Ko.P.T for the following work :-

1.	**Name Of Work :-**	**Tender for providing one Spiral Staircase at the front side of Guest House building as emergency "Fire Exit" including other ancillary works at Ko.P.T Guest House at 93, Chowringhee Road under S.E.E. (Kol), Kolkata Port Trust.**
2.	**Estimated amount :-**	` 1,44,773.54
3.	**Time of completion :-**	03 (three) Months
4.	**Earnest Money :-**	` 2,900.00 [Not required for enlisted contractors]
5. (a)	**Period of sale of tender document :-**	From 10:00 AM on 16/04/2015 upto 4:00 P.M on 29/04/2015.
(b)	**Last date of submission & opening of tender :-**	Submission upto 3.00 PM on 30/04/2015. Opening shortly after 3.00 PM on 30/04/2015.
6.	**Cost of tender document :-**	` 300 per set (non-refundable)

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

1. The intending bidder should have successfully completed any work of Construction, Repairs, Renovation, Restoration, Maintenance etc. of Buildings and or Sheds and or Godowns etc during last 7 years ending on the last day of the month previous to the one in which applications are invited and the value of completed work(s) should be either of the following :-

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

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

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

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CT/03/2015-16/27 **Dated: 10/04/2015.**

2. The intending tenderer should have average Annual Financial turnover during the last 3 years ending 31st March of the previous financial year should be at least 30% of the estimated amount put to tender.

3. The tenders must be submitted along with copy of VAT, ESI Registration Certificate or Affidavit regarding non-applicability of ESI, PAN Card, P. Tax Clearance Certificate / Last payment Challan, Indemnity Bond, Trade License, Valid Labour License (if applicable) and documentary evidences in support of Prequalification criteria as mentioned above as stipulated in the tender conditions within the last date and time of submission as given above.

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

Sr. Ex. Engineer (Kolkata)

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

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

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

Copy to the Director, P&R (Attn: In Charge Computer Centre). The soft copy of NIT is being sent to you for insertion in Kolkata Port Trust website and the tender shall be sent in due course. Downloading of tender documents shall be blocked after 12 noon **29.04.2015.**

Sr. Ex. Engineer (Kolkata)

कोलकाता पत्तन न्यास

सिविल इंजीनियारिंग बिभाग / Civil Engineering Department
वरिष्ठ कार्यकारी अभियंता, कोलकाता का कार्यालय/
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15, स्ट्रैंड रोड**,** कोलकाता – 700 001/ 15, Strand Road, Kolkata – 700 001
दुरभाष**/** Phone: 2230-3451**,** विस्तार**/** Extension: 388, 392

NOTICE INVITING TENDER

No: CT/03/2015-16/26 **Dated: 10/04/2015.**

Messrs/ Shri .....

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Dear Sir(s),

Sub: Tender For Providing One Spiral Staircase At The Front Side Of Guest House Building As Emergency "Fire Exit" Including Other Ancillary Works At Ko.P.T Guest House At 93, Chowringhee Road Under S E E (Kol), Kolkata Port Trust.

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

1. Pre-qualification Criteria:-

A. The intending bidder should have successfully completed **any work of Construction, Repairs , Renovation , Restoration , Maintenance etc. of Buildings and or Sheds and or Godowns etc** during last 7 years ending on the last day of the month previous to the one in which applications are invited and the value of completed work(s) should be either of the following :-
a) Three completed works each costing not less than the amount equal to 40% of the estimated amount put to tender.
b) Two completed works each costing not less than the amount equal to 50% of the estimated amount put to tender.
c) One completed work costing not less than the amount equal to 80% of the estimated amount put to tender.

Estimated amount put to tender :-	` 1,44,773.54
Earnest Money Deposit :-	` 2,900.00
Cost of tender documents:-	` 300.00 per set (non-refundable)
Period of sale of tender documents:-	On any working day from 16/04/2015 to 29/04/2015 upto 12.00 P.M on application from SEE (Kol)'s office. **OR** From website www.kolkataporttrust.gov.in before 12.00 P.M on 29/04/2015.
Date of submission & opening :-	30/04/2015 Submission :- upto 3.00 P.M Opening :- Shortly after 3.00 P.M
Time of completion :-	3 (Three) months.

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

2. The Trustees' General Conditions of Contract, Schedules of Rates may be seen at this office during office hours on any working day. The GCC is also available on Ko.P.T's website. Rest of the tender documents like Special Conditions of Contract, B.O.Q. etc. are attached herewith.

3. In case of a tenderer who has already deposited a Permanent Security with the Ko.P.T 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. In case a bidder submits his offer after downloading the tender documents from Ko.P.T's website , he shall have to pay the cost of tender document by draft or by banker's cheque drawn in favour of **'Kolkata Port Trust'** at the time of submission of tender offer.

5. The rate quoted by the Contractor must be valid up to four months after opening of tender.

6. The rate quoted by the tenderer should be complete in all respect and should include all duties, taxes, octroi, royalty, surcharge etc except Service Tax. Reimbursement of service tax will be made to the contractor by Ko.P.T on submission of actual payment of Service Tax at full rate for the work as per Finance Act, 1994.

7. 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.

8. The tender duly filled in, totalled and signed along with the following documents shall be submitted in sealed cover super scribing the above name of work so as to reach this office within 3:00 P.M. on **30/04/2015**. The tender will be opened shortly after 3:00 P.M, on the same day and intending bidders or their authorised representatives may attend the same. In the event of any unforeseen circumstances such as holidays, bandhs, strikes etc., on that day, the tenders may be submitted by 3:00 P.M. on the next working day, and will be opened shortly after 3 P.M. on the same day. All other conditions shall remain the same. **Except this ,the notice inviting tender shall not be extended under any situation.**

   i. Cost of tender documents (if downloaded from website).
   ii. Earnest Money Deposit in requisite form (if required).
   iii. Copy of the documents in support of pre-qualification criteria as mentioned above.
   iv. Copy of valid Trade Licence.
   v. Copy of VAT registration certificate.
   vi. Copy of IT registration certificate / PAN card.
   vii. Copy of professional tax clearance certificate / upto date challan.
   viii. Copy of ESI registration certificate or an affidavit on ` 10 non-judicial stamp paper regarding non-applicability of the same.

9. All the tenderers should submit the above documents along with proforma of checklist attached with the ***tender documents in a sealed cover.*** **If the tenderer fails to submit such check list duly filled up, the tender would not be considered for opening.** If contents of check list turn out to be misrepresentation of facts, then such bids would be rejected even after opening of Price bid with a recorded warning for the bidder.

10. The tenderer must return the tender document duly filled in and signed in all pages over his office seal. The tenderer shall not impose his own terms and conditions. Such a tender is liable for rejection at the option of the tender inviting authority without further reference to the tenderer.

11. 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.

12. The tenderer must return the tender document duly filled in and signed in all pages over his office seal. The tenderer shall not impose his own terms and conditions. Such a tender is liable for rejection at the option of the tender inviting authority without further reference to the tenderer.

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

Senior Executive Engineer (Kolkata)

Tender For Providing One Spiral Staircase At The Front Side Of Guest House Building As Emergency "Fire Exit" Including Other Ancillary Works At Ko.P.T Guest House At 93, Chowringhee Road Under S E E (Kol), Kolkata Port Trust.

NIT No:- CT/03/2015-16/26 dated 10/04/2015.

INSTRUCTION TO TENDERERS

1) The successful tenderer will be required to comply with the relevant provisions of building and other construction workers (Regulation of Employment and Conditions of Service) Act, 1996 and West Bengal Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 2004 as well as Building and Other Construction Workers' Welfare Cess Act, 1996 and the rules framed there-under.

2) An amount of Labour Welfare cess calculated at the rate of 1% of the billed amount shall be progressively recovered from each running bill as well as from the final bill of the contractor for onward transmission of the same to the appropriate authority.

3) Submission of required documents with tender offer :-

(i) The bidders should furnish documents regarding experience criteria and turnover criteria as per clause **1 of NIT** along with the tender offer, **failing which the offer shall be considered as non-responsive.**

(ii) When the tender is opened between April to June of any year and the bidder is unable to submit audited accounts of the previous year i.e latest financial year, the bidder may submit audited accounts of the financial year previous to the latest financial year.

(iii) In case tender is opened after June of any year and the bidder is unable to submit audited accounts of the previous year i.e latest financial year, the bidder may submit a certificate of turnover issued by the statutory auditor of the company / firm for the latest financial year.

(iv) In case a bidder is unable to submit other documents required as per clause 8 of NIT along with the tender offer, the bidder should state it clearly on the checklist and submit the same and the Indemnity Bond (if required) within 15(fifteen) days from date of opening of tender, **failing which the offer shall be considered as non-responsive.**

(v) In case a bidder submits valid Professional tax Clearance Certificate / Challan valid for the last completed financial year and not the current one and if he is awarded the contract then it will be the contractor's responsibility to comply with the requirements of the concerned authority during the entire tenure of the contract.

4) While quoting the rate it should be noted that the tenderer should on no account overwrite the figures. Any necessary correction should be made by cancelling the original figures and writing the corrected figures on the top. All such corrections should be initialled by the tenderer. If the figures are tampered with, the tender shall be rejected.

5) **Bidder shall not use 'White Ink' for correction at any place of the tender paper.** Non-conformation to the instruction shall be treated as non-responsive and hence, may disqualify the tender.

6) The tender shall be evaluated on lowest offer basis.

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Tender For Providing One Spiral Staircase At The Front Side Of Guest House Building As Emergency "Fire Exit" Including Other Ancillary Works At Ko.P.T Guest House At 93, Chowringhee Road Under S E E (Kol), Kolkata Port Trust.

NIT No:- CT/03/2015-16/26 dated 10/04/2015.

SCOPE OF THE WORK

The scope of the work includes all works as described in the attached "Bill Of Quantities" required in connection with providing emergency fire exit in the form of a CI Spiral staircase at front (road) side corner of Guest House main building premises including dismantling existing load bearing walls by taking appropriate safety measures for making door exits thereof at first floor and second floor including associated repairing and painting etc. at ground ,1st and 2nd floor and roof level of Ko.P.T Guest House Building at 93 , Chowringhee Road.

The work is to be carried out very carefully so that no damage is caused by the contractor to the existing facilities of the Guest House complex and no inconvenience is caused to the occupants / user's of the Guest House premises.

However, the items as well as quantities put to there in the BOQ are provisional ones and may vary as per actual requirement of site including execution of extra items.

The work to be provided for by the contractor shall also include the following:-

a) Provide all materials, supervision, scaffolding, temporary drainage, temporary fencing and temporary lighting as required for safety and work purposes etc, for the execution of the work.
b) To take all the safety measures required for such type of work and if required, workmen's' insurance against any accident which may occur in the course of execution of the job.
c) Covering of all furniture appropriately if so required .
d) Making good any damage done to Trustees' property during execution of work.

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SPECIFICATIONS FOR MATERIALS & WORKMANSHIP.

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

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

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

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Tender For Providing One Spiral Staircase At The Front Side Of Guest House Building As Emergency "Fire Exit" Including Other Ancillary Works At Ko.P.T Guest House At 93, Chowringhee Road Under S E E (Kol), Kolkata Port Trust.

NIT No:- CT/03/2015-16/26 dated 10/04/2015.

SPECIAL CONDITIONS OF CONTRACT

1. **General:-**These conditions are part of the tender documents, which must be read as a whole, the various sections being complimentary to one another, and are to be taken as mutually explanatory. Special Conditions of Contract shall be read in conjunction with the General Conditions of Contract, Instructions to Bidders, Bill of Quantities and other documents forming part of this Contract. If the stipulations in the various tender documents be found to be at variance in any respect, one will override others (but only to the extent these are at variance) in the order of precedence as given in the list below, i.e. any particular item in the list will take precedence over all those placed lower down in the list.

    - Order letter.
    - Bill of Quantities.
    - Drawings (if any).
    - Specifications for materials & workmanship.
    - Special Conditions of the Contract.
    - General Conditions of Contract.

    In case of any dispute, question or difference either during the execution of the work or any other time as to any matter or thing connected with or arising out of this Contract, the decision of the Engineer shall be final and binding.

2. **Work Site:** The work site is located inside Kolkata Port Trust Guest House Premises at 93, Chowringhee Road (J.L.Nehru Road) , Kolkata - 700071 Tenderer must visit the work site and its surrounding before submission of the tender, so that due consideration is given to the conditions at site. No claims for any extra payment will be entertained under any circumstances after opening of the tender on this account.
   The Guest House compound is used for accommodating V.I.P/V.V.I.P persons / Government officials / dignitaries and also for various gatherings, programmes etc. The contractor shall keep the same in mind and in no way his work shall interfere with the day-to-day functioning of the Guest house. The premises are under control of Administration Department of Kolkata Port Trust. It may not be possible to hand over the entire site of work to the contractor at one go but the same may be handed over to him in phases and the work shall have to be carried out accordingly by deploying adequate resources during availability of site. The contractor shall be required to plan accordingly.

3. **Working Period:** Normally the work will be carried out between 8 A.M. to 5 P.M. on the Trustees' working days only. In case of any deviation from this the contractor shall have to take prior permission from the Engineer. However, the tenderer should note that he might be required to carry out the job on Sundays, holidays and after normal working hours and at night in addition to the normal working hours to complete the work in the scheduled time , if the situation so demands , for which no additional payment shall be made beyond the quoted rate.

4. **Time of Completion:** The work is one-time in nature and is required to be completed within 03 (three) months from the date of placement of Work 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 to leave the site at its initial condition. The Trustees' will, however, allow the construction of godown on the Trustees' land free of rent during execution of the work.

6. **Forwarding of Materials:** All dismantled unserviceable materials are to be disposed off beyond the office compound and in conformity with the Municipal/ Corporation Rules at the contractor's own cost. The contractor shall have to arrange 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, transportations, loading, unloading all complete as per the direction of the Engineer's representative. No separate payment will be made to the contractor on this account unless specifically mentioned in the B.O.Q.

7. **Water:** The contractor shall make his own arrangement for supplying of water for construction purposes as well as for drinking for his workmen at his own cost. However efforts may be made to give some water connection near to the site for drinking purpose only, free of cost.

8. **Maintenance period:** The contractor shall have to maintain the completed work at his own expenses for a period of 1(one) year from the date of completion of the work to the full satisfaction of the Engineer or his representative as certified by him to Form G.C.-1. Any defects developed during the maintenance period shall be repaired / rectified by the contractor at his own expenses after the notice from the Engineer or his representative, failing which cost of repairing shall be recovered from the contractor.

9. **Materials and Transport:** All materials required for successful completion of work shall have to be procured and supplied by the successful tenderer at his own cost. The materials supplied by the contractor shall be of approved quality and approval also shall have to be taken from the Engineer before using the materials to 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.

10. **Testing of materials:** Testing of any material including cement shall have to be carried out at the authorised / renowned testing facilities acceptable to the Engineer's representative. No additional payment will however be made to the contractor towards charges for testing which are not mentioned in the BOQ but to be done as per the codes and specifications.

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

12. **Escalation/ variation in Prices:** No escalation/ variation on prices of labour as well as materials will be considered for payment.

13. **Errors in the B.O.Q:** In case rate of particular item is printed erroneously in BOQ, the rate stated in the Schedule of rates will prevail over the rate misprinted in BOQ. However , it is to be noted that the rate given against any particular item of the BOQ shall be applicable for execution of the same item of work at all levels.

14. **Electricity:** Necessary arrangement for electrical connection is to be made by the contractor at their own cost. If required, Ko.P.T may provide electrical connection on chargeable basis as per prevalent rate.

15. **Security Restrictions :-** Keeping in mind the security rules and regulations applicable at Trustees' offices / other premises regarding entry and exit, the successful tenderer shall arrange for necessary permit / ensuring identity of workmen as and when required for men , material and vehicle at no extra cost to the Trustees.

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

    The contractor shall be required to comply with the Minimum Wages Acts 1948, Employees Liability Act, 1938, Industrial Dispute Act, 1940 and the Contract Labour (Regulation and Abolition) Act 1970, or statuary amendments and the modifications thereof, any other laws relating thereto and the rules made there under from time to time.

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

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

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

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

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

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

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Tender For Providing One Spiral Staircase At The Front Side Of Guest House Building As Emergency "Fire Exit" Including Other Ancillary Works At Ko.P.T Guest House At 93, Chowringhee Road Under S E E (Kol), Kolkata Port Trust.

NIT No:- CT/03/2015-16/26 dated 10/04/2015.

PREAMBLE TO THE BILL OF QUANTITIES

1. The Bill of Quantities must be read along with the General Conditions of Contract, the Special Conditions of Contract and the Bidder is deemed to have examined the above documents and to have thoroughly familiarise himself with the total scope of work and its mode of execution.

2. The quantities given in the Bill of Quantities are approximate only and are given to provide a common basis for tendering. Payment will be made according to the quantities of each item of work actually carried out at the accepted rates as per Order Letter. The Engineer or his Representative shall measure the measurements of each item of work jointly.

3. This being a percentage rate tender, the Bidder shall quote his rates as percentage above / below / at par with the estimated amount put to tender properly based on his own analysis in the '**ABSTRACT FORM OF TENDER'** both in words and in figures.

4. In such cases, if arithmetical error is committed by the tenderer in working out the amount, the tendered percentage shall be taken into account and the amount corrected and the corrections authenticated by the tenderer.

5. When there is a difference between the percentage quoted in words and in figures, the percentage rate which complies with the amount worked out by the tenderer for this amount shall be taken as correct.

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Tender For Providing One Spiral Staircase At The Front Side Of Guest House Building As Emergency "Fire Exit" Including Other Ancillary Works At Ko.P.T Guest House At 93, Chowringhee Road Under S E E (Kol), Kolkata Port Trust.

NIT No:- CT/03/2015-16/26 dated 10/04/2015.

BILL OF QUANTITIES

Sl. No	Description of Item	Quantity	Rate (` P)	Unit	Amount (` P)
1	Earth work in excavation of foundation trenches or drains, in all sorts of soil (including mixed soil but excluding laterite or sandstone) including removing, spreading or stacking the spoils within a lead of 75 m. as directed. The item includes necessary trimming the sides of trenches, levelling, dressing and ramming the bottom, bailing out water as required complete. Depth of excavation not exceeding 1.500 mm.	2	12047.00	%Cum	240.94
2	Dismantling 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 - At 1st floor including roof. [Note: This rate shall be applicable for entire works.]	3.5	501.00	Cum	1753.50
3	Removal of rubbish, earth etc. from the working site and disposal of the same beyond the compound, in conformity with the Municipal / Corporation Rules for such disposal, loading into truck and cleaning the site in all respect as per direction of Engineer in charge	5.5	168.00	Cum	924.00
4	Single Brick Flat Soling of picked jhama bricks including ramming and dressing bed to proper level and filling joints with local sand.	4	377	Sq.M	1508.00
5	Ordinary Cement Concrete (mix 1:1.5:3) with graded stone chips (20 mm nominal size) excluding shuttering and reinforcement if any , as per relevant IS codes- with Pakur variety chips - At 1st floor including roof. [Note :This rate shall be applicable for entire works.]	1	6900.85	Cum	6900.85
6	Hire and labour charges for shuttering with centering and necessary staging upto 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 (upto roof of 1st floor) 25 mm to 30 mm thick wooden shuttering as per decision & direction of Engineer-In- Charge.[Note :This rate shall be applicable for entire works.]	5	378.00	Sq.Mtr	1890.00

Sl. No	Description of Item	Quantity	Rate (` P)	Unit	Amount (` P)
7	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 upto roof of 1st floor. (Tor steel/Mild Steel)[Note :- This rate shall be applicable for entire works.]	0.1	68988.00	M.T	6898.80
8	Brick work with 1st class bricks in cement mortar (1:6) -in foundation and plinth.	1	5719.00	Cu.Mtr	5719.00
9	Labour for M.S. work in rolled steel joists, channels, angles. Tees, plates etc. including hoisting, placing in position including providing staging and removing after completion of works and cutting to sizes as required.[The item is inclusive of the cost of steel materials but exclusive necessary nuts & bolts and cost of welding.]	100	58.58	Kg	5858.00
10	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. (Payment to be made on vertical height in between 1st step and top platform.)- with 1200 mm dia well.	12	4958.00	Metre	59496.00
11	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 .[Excluding cost of chipping over concrete surface] With 1:6 cement mortar in First floor - 20 mm thick .	15	185.00	Sq.M	2775.00

Sl. No	Description of Item	Quantity	Rate (` P)	Unit	Amount (` P)
12	Supplying and laying true to line and level vitrified tiles of approved brand (size not less than 600 mm X 600 mm X 10 mm thick) in floor, skirting etc. set in 20 mm sand cement mortar (1:4) and 2 mm thick cement slurry back side of tiles using cement @ 2.91Kg./sq.M or using polymerised adhesive (6 mm thick layer applied directly over finished artificial stone floor/Mosaic etc without any backing course) laid after application slurry using 1.75 Kg of cement per sqM below mortar only, joints grouted with admixture of white cement and colouring pigment to match with colour of tiles / epoxy grout materials of approved make as directed and removal of wax coating of top surface of tiles with warm water and polishing the tiles using soft and dry cloth upto mirror finish complete including the cost of materials, labour and all other incidental charges complete true to the manufacturer's specification and direction of Engineer-in-Charge.(White cement, synthetic adhesive and grout material to be supplied by the contractor with application of slurry @ 1.75 kg/Sq.M. 20 mm sand cement mortar (1:4) and 2 mm thick cement slurry at back side of tiles, 0.2 kg/Sq.M. white cement for joint filling with pigment – light colour.	6	1471.00	Sq.M	8826.00
13	Wood work in door and window frame fitted and fixed in position complete including a protective coat of painting at the contact surface of the frame excluding cost of concrete, Iron Butt Hinges and M.S clamps. (The quantum should be corrected upto three decimals).Sal - Malaysian.- At 1st Floor { This rate shall be applicable for entire works}	0.15	96098.00	Cu.Mtr	144.15
14	Panel shutters of door and window, as per design (each panel consisting of single plank without joint), including fitting and fixing the same in position but excluding the cost of hinge and other fittings.- In ground floor with Sishu / Gamar/ Champ / Badam / Bhola / Mogra / Hallak. - 40 mm thick shutter with 19 mm thick panel- At 1st Floor { This rate shall be applicable for entire works}	5.5	3597.00	Sq.M	19783.50

Sl. No	Description of Item	Quantity	Rate (` P)	Unit	Amount (` P)
15	Supplying, fitting and fixing M.S. clamps for door and window frame made of flat bent bar, end bifurcated with necessary screws etc. by cement concrete(1:2:4) as per direction. (Cost of concrete will be paid separately)- 40 mm X 6 mm , 200 mm length.	18	28.00	Each	504.00
16	Iron butt hinges of approved quality fitted and fixed with steel screws , with ISI mark-100 mm x 58 mm x 1.90 mm	18	52.00	Each	936.00
17	Anodised aluminium barrel / tower / socket bolt (full covered) of approved manufactured from extruded section conforming to I.S. 204/74 fitted and fixed with cadmium plated screws:- 150 mm long X 12 mm dia bolt.	6	103.00	Each	618.00
18	Anodised aluminium D-type handle of approved quality manufactured from extruded section conforming to I.S.specification (I.S. 230/72) fitted and fixed with continuous plate base (Hexagonal / Round rod)- 125 mm grip x 12 mm dia rod.	6	118.00	Each	708.00
19	Anodised aluminium Aldrop / Sliding bolts of approved quality manufactured from extruded section conforming to I.S. specification (I.S. 2681/66) fitted and fixed 250 mm X 16 mm dia bolt.	3	270.00	Each	810.00
20	Rendering the surface of walls and ceiling with white cement based wall putty of approved make and brand(1.5mm thick)	12	122.00	Sq,Mtr	1464.00
21	Applying Interior grade Acrylic Primer of approved quality and brand on plastered or concrete surface old or new surface to receive Distemper/ Acrylic emulsion paint including scraping and preparing the surface thoroughly, complete as per manufacturer's specification and as per direction of the EIC one coat (in ground floor) solvent based interior grade Acrylic primer.	30	3676.00	Per 100Sq,Mtr	1102.80
22	Applying Exterior grade Acrylic primer of approved quality and brand on plastered or concrete surface old or new surface to receive decorative textured(matt finish) or smooth finish acrylic exterior emulsion paint including scraping and preparing the surface thoroughly, complete as per manufacturer's specification and as per direction of the EIC.-One coat- at 1st floor { this rate shall be applicable for entire works}	15	3476.00	Per 100 Sq,Mtr	521.40

Sl. No	Description of Item	Quantity	Rate (` P)	Unit	Amount (` P)
23	Priming one coat on timber or plastered surface with synthetic oil bound primer of approved quality including smoothening surfaces by sand papering etc.	22	41.00	Sq.M	902.00
24	Painting with ready mixed red lead paint of approved make and brand -one coat.	60	34.00	Sq.M	2040.00
25	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 Superintending Engineer) :(Two coats)-Luxury Quality.	30	76.00	Sq.M	2280.00
26	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.2 coats of normal acrylic emulsion in First Floor.{This rate shall be applicable for entire works.}	30	73.72	Sq.M	2211.60
27	Painting 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 -with super gloss (hi-gloss) of approved quality.				
(a)	Two coats with any shade except white on timber or plastered surface.	22	89.00	Sq.M	1958.00
(b)	Two coats with any shade except white on steel or other metal surface.	60	86.00	Sq.M	5160.00
28	Labour for propping up overhead members as a precautionary measure against falling as directed with necessary planks, Eucalyptus props, packing nails, wire ropes, iron wires etc. including hire charges of all materials fitting, fixing dismantling and removing the props etc and all ancillary works in this connection complete. (Payment to be made on volume measurement considering the height and contact area).	15	56.00	Cu.Mtr	840.00
				TOTAL	**144773.54**

Brought forward = ` 1,44,773.54

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

.....
(in words)

2) At par

3) .....% below par (–) `
(in figures)

.....

(in words)

Total amount in words : Rupees .....

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

Time of Completion : 03(three) months

Signature of the Tenderer(s) :-.....

Name and address of the Tenderer(s) : ....

Class of registration at Ko.P.T & details :.....
of Standing Security Deposit.

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

Valid E.S.I. Registration No. : .....

Tender opening officer : i).....

ii).....

Whether the tenderer is covered under E.S.I. Act or not :- **YES / NO**

List of documents submitted in connection with E.S.I. Act: i).....

ii) .....

iii) .....

THE BOARD OF TRUSTEES FOR THE PORT OF KOLKATA

FORM OF TENDER

NIT No: - CT/03/2014-15/26 dated 10/04/2015.

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 03 (Three) months from the date of order to commence the work and in the event of our tender being accepted in full or in part, I/We also undertake to enter into a Contract Agreement in the Form hereto annexed with such alterations or additions there to which may be necessary to give effect to the acceptance of the Tender and incorporating such specification, Bill of Quantities, Drawings and Special & General Conditions of Contract and I/We hereby agree that until such Contract Agreement is executed the said Specifications, Bill of Quantities, Conditions of Contract and the Tender, together with the acceptance thereof in writing by or on behalf of the Trustees shall be the contract.

THE TOTAL AMOUNT OF TENDER `.....

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

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

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

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

Signature of Tenderer
(Seal of the Tenderer)

Witness :
Signature _____

Name _____
(In Block Letters)

Address: _____

_____

_____
Occupation: _____

Name of the Tenderer : _____

_____

Dated: _____

Address: _____

_____

To,

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

Reg: NIT No: - CT/03/2014-15/26 dated 10/04/2015.

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

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

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

Enclo : As above.

Yours faithfully,

(Signature of the Tenderer).

On Rupees Ten Non-Judicial Stamp Paper.

BEFORE THE 1ST CLASS JUDICIAL MAGISTRATE AT .....

AFFIDAVIT

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

1. **THAT** I am the proprietor/Partner of ..... having office at ..... and carrying on business on the said name and style.

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

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

3 **THAT** the present affidavit is to be files before the Kolkata Port Trust as per the Clause No.8 of the Tender No **NIT No CT/03/2014-15/26 dated 10/04/2015** issued by Kolkata Port Trust in respect of the work **Tender For Providing One Spiral Staircase At The Front Side Of Guest House Building As Emergency "Fire Exit" Including Other Ancillary Works At Ko.P.T Guest House At 93, Chowringhee Road Under S E E (Kol), Kolkata Port Trust.**

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

DEPONENT

Identified by me

On Rupees Fifty Non-Judicial Stamp Paper.

INDEMNITY BOND

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

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

3. NOW THIS BOND OF INDEMNITY WITNESSETH THAT the tenderer/contractor named herein above shall indemnity the Kolkata Port Trust against all damages and accidents occurring to the Labourers of the Tenderer/Contractor as demanded by the Kolkata Port Trust and which shall be legal and/or claimed by the Kolkata Port Trust during the execution of the work stated in the NIT No. **CT/03/2014-15/26 dated 10/04/2015**.

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

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

Signature of the Indemnifier

Sureties :

1. Name :
   Address :

2. Name :
   Address :

Witnesses :

[NOTE :- to be submitted by the L1 bidder within 15 days of opening of the tender.]